



NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org



SPECIAL MEETING AGENDA

**Northwest Fire District Training Facility
5125 W. Camino de Fuego
Tucson, Arizona**

**Tuesday, April 12, 2016
06:00 PM**

The Northwest Fire District Governing Board will meet in Public Session for a Special Meeting on April 12, 2016, at 6:00 PM, in Building A of the Northwest Fire District Training Facility Located at 5125 W. Camino de Fuego, Tucson, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

- I. Call to Order/Roll Call/Affirmation of Quorum**
- II. Salute to the Flag of the United States of America**
- III. Presentation of Service Awards**
- IV. Public Forum**

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

- V. Consent Agenda**

The Consent Agenda contains items which might require action by the Board, but which are generally routine items not requiring Board discussion. Usually, a single motion will approve all items on the Consent Agenda, including any

resolutions. However, a Board Member may remove any item from the Consent Agenda, and that item will be discussed and voted upon separately.

Approval of Consent Agenda

- A. Approval of the Contract Renewal with Banner University Medical Center for Medical Direction
- B. Approval of a Letter Acknowledging the 2016 SAFER Grant Application
- C. Approval of a Pre-Annexation Agreement with Michael and Sally Mayersohn Regarding the Property Located at 4394 W. Butterfly Mountain Drive, Marana, AZ 85658

VI. Reports and Correspondence

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

VII. Business

- A. Discussion of the Butterfly Mountain Annexation Boundary Change Impact Statement; Possible Discussion Concerning the Character of the Property and the Impact of Bringing it into the District
- B. Public Hearing Regarding the Proposed Butterfly Mountain Annexation

- C. Discussion and Possible Action Approving the Butterfly Mountain Annexation Boundary Change Impact Statement for the Annexation of an Area Located North of Moore Road and West of Thornydale Road; and Authorization of Circulation of Petitions
- D. Presentation and Discussion of the Possible Issuance of the General Obligation Refunding Bonds Series 2016
- E. Discussion, Review and Possible Action on the Proposed Five-Year Capital Improvement Program (CIP) for the Fiscal Years Ending June 30, 2017-June 30, 2021
- F. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Administration Departments to Include Human Resources, Battalion Chief Department, and Wildland, as Well as an Overview on the Budget

VIII. Future Agenda Items

A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).

IX. Adjournment

George Carter, Board Chair

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Prevention and Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. Pursuant to Board Policy, from time to time, it might be necessary for a Board Member to attend a Board meeting via speakerphone.

The Northwest Fire District Training Facility is accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA), those persons with special needs, such as large-type face print or other reasonable accommodations, may request those through Heather D'Amico, by calling 887-1010, ext. 2905, before the meeting.

Posted April 7, 2016



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

MEMORANDUM NO. (ID # 2186)

Date: April 12, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of Consent Agenda

RECOMMENDATION:

Approve the consent agenda as presented

MOTION:

Move to approve items A through C on the April 12, 2016, Consent Agenda as presented.

DISCUSSION:

Use of the Consent Agenda can help streamline the meetings by saving time on routine items allowing more time for in depth discussion of items such as the Budget. Attached to this memo you will find a packet for each item on the Consent Agenda. If the Governing Board wants to treat any item as a regular agenda item, the item can be considered under the Business section. For ease of procedure, if the Board has amendments to the meeting minutes (Item A), that might be handled separately before moving on to the rest of the Consent Agenda items.

If an individual item(s) is selected for removal from the Consent Agenda, the above motion could be modified to approve that item(s) under Business.

FISCAL IMPACT:

None

ALTERNATIVES:

Move items to Business for further discussion and individual vote, approve only selected items, or table items



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.A

SCHEDULED

MEMORANDUM NO. 2016-40

Date: April 12, 2016
To: Governing Board
From: Mike Duncan,
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Contract Renewal with Banner University Medical Center for Medical Direction

RECOMMENDATION:

Staff recommends approving this contract amendment for continued medical direction.

MOTION:

Move to approve the 2016-2017 Medical Direction Agreement Amendment No. 1 with Banner University Medical Center.

DISCUSSION:

Medical direction is a requirement for all agencies providing paramedic level services to their community. The only change in the 2016-2017 contract is a 5% increase in cost for the medical direction, see amendment #1. All other provisions of the contract are unchanged. Staff continues to believe that our current medical direction team is providing us with world class support and direction. As an example, our medical director reached out to an expert in critical care and ventilators to assist us with the training associated with the roll out of ventilators. While this is just the most recent example, it is a perfect example of the resources that are available to staff throughout the year. This type of assistance coupled with the improvements in patient outcomes that Dr. Spaite discussed last December is what we as an organization want from our medical direction team. As long as our patient outcomes continue to improve and the relationship remains collaborative staff will continue to fully support our current medical direction.

FISCAL IMPACT:

The 2016-2017 medical direction contract with Banner sees a 5% increase in cost from \$93,948.80 to \$98,646.24. This increase is included in the proposed 2016-2017 budget.

ALTERNATIVES:

While there are other options for medical direction, for example hiring our own medical director, like the City of Tucson or returning to a community hospital, at this time, staff does not believe from a fiscal perspective and patient outcomes perspective the organization could find a better alternative.

Memorandum 2016-40

Meeting of April 12, 2016

ATTACHMENTS:

- Base Hospital Contract (PDF)
- NW Fire First Amendment SIGNED (PDF)

BASE HOSPITAL CONTRACT

This Base Hospital Contract ("Contract") is made and entered into on this 1st day of July, 2015 ("Commencement Date") by and between Northwest Fire District ("Agency") and Banner - University Medical Center Tucson Campus, LLC ("Base Hospital"), collectively "the Parties".

WHEREAS, the State of Arizona has created a state wide emergency medical services and trauma system in order to decrease the incidence of trauma and the societal cost of preventable mortality and morbidity (ARS Title 36, Chapter 21.1); and

WHEREAS, Agency, as an Arizona Emergency Medical Services Provider requires Base Hospital Contracts to meet its requirements under Arizona Law; and

WHEREAS, Base Hospital is a tertiary level hospital licensed by the State of Arizona and possesses the only Level 1 Trauma Center in southern Arizona has the requisite physicians and other providers to provide Base Hospital Services as more fully set out below; and

WHEREAS, the Parties desire to enter into a Contract that is mutually beneficial as more fully set out below.

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained and other good and valuable consideration, receipt and sufficiency of which are hereby acknowledged and intending to be legally bound hereby, it is mutually covenanted and agreed by and between the parties hereto as follows:

ARTICLE I: SCOPE OF SERVICES

Section 1.1 Services.

1.1.1. Base Hospital will provide base hospital services as further delineated in the Medical Direction Plan executed simultaneously herewith. The Medical Direction Plan may be modified without amendment to this Contract so long as the modifications are in writing and approved, with signature, by the Agency and the Base Hospital.

1.1.2 In implementing this Contract, the Agency and Base Hospital agree to fully comply with the requirements of all applicable laws and regulations, including the Arizona EMS Statutes and Regulations. The Agency agrees to maintain certified EMS personnel and appropriately equipped ambulances in accordance with EMS Statutes and Regulations. During the term of this Contract Base Hospital agrees to maintain base hospital certification in accordance with the Arizona EMS statutes and regulations. Base Hospital agrees to provide medical direction to the certified EMS personnel staffing the Agency's emergency vehicles assigned by this Contract to the Base Hospital. That supervision and direction shall conform to the requirements of the EMS Statutes and Regulations.

Section 1.2 Quality Standards. Parties agrees that all clinical services provided under this Contract will meet and comply with the Joint Commission

standards, including but not limited to, participating in quality improvement activities as required or requested.

ARTICLE II: TERM AND TERMINATION

Section 2.1 Term. The term of this Contract (the "Initial Term") shall begin on the Commencement Date and shall continue for a period of one (1) year. This Contract will automatically renew for one additional one (1) year period unless written notice of termination as per Paragraph 2.2 or notice of non-renewal is delivered to Base Hospital.

Section 2.2 Termination.

2.2.1 This Contract may be terminated without cause by either Party upon thirty (30) days written notice to the other Party. Upon such termination, the Parties shall be released from their obligations set forth herein unless such obligations expressly survive the expiration or earlier termination of this Contract.

2.2.2. This Contract may be terminated by Base Hospital immediately for cause.

2.2.3 Either Party may terminate immediately if the other Party is excluded as a participant in the Medicare, AHCCCS, or other government payment programs, or the tax exempt status of either party is jeopardized as a result of this Contract. Either Party may terminate immediately if this Contract violates any State or Federal law or regulation or could result in the loss or restriction of the Party's license or right to participate in Medicare, AHCCCS, or other government program.

ARTICLE III: PRICE AND PAYMENT

Section 3.1 Payment. The Parties agree that the Agency shall pay Base Hospital in advance as follows: For the period from July 1, 2015, through June 30, 2016, the sum of \$93,948.80. In the event of any early termination of this Agreement, the annual payment amount shall be prorated to the effective date of termination. The parties further agree to renegotiate these fees in one year's time to align with actual costs to perform the Agreement.

ARTICLE IV: INDEMNIFICATION AND INSURANCE

Section 4.1 Indemnification. Each party will be responsible and assume liability for its own acts or omissions while performing any services or obligations under this contract. In the event that a claim is made against both parties for acts or omissions of both, it is the intent of the parties to cooperate in the defense of said claim and to cause their insurers to do likewise, if possible.

Section 4.2 Insurance. Agency agrees to maintain professional and general liability insurance, or self-insurance, in the minimum amounts of \$1,000,000 per claim or occurrence, \$3,000,000 aggregate, for its employees, agents, and servants. Upon request Agency shall furnish Base Hospital with a certificate of insurance or other written document reasonably satisfactory to Base Hospital as evidence of its insurance coverage in full force and effect.

ARTICLE V: MISCELLANEOUS AGREEMENTS

Section 5.1 Relation of Parties. The performance by Parties of duties and obligations under this Contract shall be that of Independent Contractors, and nothing herein shall create or imply an agency relationship between Agency and Base Hospital, nor shall this Contract be deemed to constitute a joint venture or partnership between the parties.

Section 5.2 Confidentiality. All confidential information shall be treated by Parties as strictly confidential and shall not be disclosed, voluntarily or involuntarily, or otherwise made available to a non-party without the prior express written permission or unless otherwise authorized or required by law, including any portions considered trade secrets

Section 5.3 Privacy. In performing services hereunder, Parties warrant and agree they will make every reasonable effort to ensure that the services rendered hereunder shall fully comply with all applicable federal, state and local laws, rules and regulations. Specifically, but not by way of limitation, Agency warrants and agrees that in the event that it will receive, access or encounter Protected Health Information it will make every reasonable effort to ensure its provision of services rendered hereunder shall comply with privacy and security requirements imposed by the Health Insurance Portability and Accountability Act of 1996, as amended ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act ("HITECH"), and if accessing or using Base Hospitals electronic medical records agrees to comply with Base Hospital's Privacy and Security compliance policies.

Section 5.4 Compliance.

5.4.1 No Waiver. Any Party's provision of any copy of this Contract or records and cooperation with any audit, investigation or activity under this Paragraph shall not be deemed to waive any legal privilege to which either Party is entitled under the law.

5.4.2 Compliance with Laws. Parties acknowledge that both Parties receive funds from "Federal health care programs" and agree to comply with Medicare laws, regulations and CMS instructions.

5.4.3 Books and Records. As a First Tier, Related or Downstream Agency as defined by 42 C.F.R. § 423.501, Agency agrees to provide information to and cooperate or assist with any audit or inspection by the Centers for Medicare and Medicaid Services, the Secretary of the Department of Health and Human Services, the Comptroller General or their designees during the term of this Contract and until the expiration of ten years from the final date of the contract period.

5.4.4. Exclusion. Agency represents and warrants that it and all personnel providing services under this Contract are not excluded from participation, and are not otherwise ineligible to participate in a “Federal health care program” as defined in 42 U.S.C. 1320a-7b(f) or in any other government payment program. During the Term of this Contract, Agency will assess the status of its employees, directors, and agents as required by the Department of Health and Human Services and shall disclose in writing within three (3) days, any debarment, exclusion, suspension or other event that makes Agency (i) ineligible to participate in the Federal health care programs or in Federal procurement or non-procurement programs; or (ii) if they have been convicted of a criminal offense that falls within the ambit of 42 U.S.C. 1320a-7(a), but have not yet been excluded, debarred, suspended or otherwise declared ineligible. Upon the occurrence of such event, whether or not notice is given, then Base Hospital may immediately terminate this Contract upon written notice to Agency. Agency will be responsible for any and all expenses incurred by Base Hospital as a result of Agency’s failure to screen or to notify Base Hospital of any such occurrence. Agency will also be responsible for any and all related expenses directly or indirectly caused by the failure to identify excluded providers.

5.4.5 Corporate Compliance Program. Base Hospital has in place a Corporate Compliance Program to ensure compliance with Federal, state, and local laws and regulations. The Program focuses on risk management, the promotion of good corporate citizenship, the commitment to uphold a high standard of ethical and legal business practices, and the prevention of misconduct. Base Hospital will conduct all business transactions pursuant to this Contract in accordance with BUMC’s Corporate Compliance Program. Agency’s failure to cooperate with Base Hospital to meet this expectation is grounds for termination with cause. Corporate Compliance policies are available on request.

5.4.6 Fair Market Value. The Compensation does not exceed the fair market value and is not determined in a manner that takes into account the volume or value of any referrals or other business generated between the parties. The Professional Services does not involve the counseling or promotion of a business arrangement that violates any State or Federal law.

5.4.6 No Inducement of Referrals. This Contract is not intended to induce either Party to refer patients to the other Party or to purchase or order items or services from the other Party or to recommend that others purchase or order items or services from the other Party.

5.4.7 Offshore Performance of Work. No services, or parts thereof, provided under this Contract which involve use or access to secure or sensitive data or personal or protected health information shall be performed or provided by any individual, company or portion of any company where the services are not physically performed or provided within one of the fifty United States or one of the United States Territories. This provision applies to work performed by the Contractor or any Subcontractor utilized by the Contractor for this Contract at all tiers. Failure to meet this requirement can result in this Contract being terminated for cause by Base Hospital.

Section 5.5 Discrimination and Employment.

5.5.1 Neither party will discriminate against any patient on the grounds of ability to pay, race, color, religion, sex, national origin, age, disability, health status and genetics, political affiliation or belief.

5.5.2 To the extent not exempt, Parties and subcontractors shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment, individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. Parties will comply with all state and federal equal employment opportunity, and immigration requirements including 42 U.S.C. Sec. 2000 (e) et seq., the Civil Rights Act of 1964, the Civil Rights Act of 1991, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, and the Immigration Reform Act of 1986, Americans with Disabilities Act, Arizona Executive Order 99-4 (which mandates that all persons will have equal access to employment opportunities).

5.5.3 For Contracts \$10,000 and over. To the extent not exempt, Parties and all subcontractors shall comply with Executive Order 11246 and shall abide by the regulations of 41 CFR Parts 60-1 through 60-60. Parties and all subcontractors shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

5.5.4 For Contracts \$100,000 and over. In addition to above paragraphs, to the extent not exempt, Parties and subcontractors shall comply with the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans.

Section 5.6 Conflict of Interest. Agency certifies, to the best of its knowledge and belief, that it is not aware of any information bearing on the existence of any potential organizational conflict of interest. Agency agrees that if an actual or potential organizational conflict of interest is identified during performance, Agency will immediately make a full disclosure in writing to Base Hospital. Base Hospital may terminate this contract for convenience, in whole or in part, if it deems such termination necessary to avoid an organizational conflict of interest. If Agency was aware of a potential organizational conflict of interest prior to the execution of this Contract, or discovered an actual or potential conflict after execution and did not disclose it or misrepresented relevant information to Base Hospital, Base Hospital may terminate the contract for default and/or pursue such other remedies as may be permitted by law or this contract.

Section 5.7 Governing Law. This Contract shall be construed in accordance with the laws of the State of Arizona.

Section 5.8 Infection Control. Agency agrees that all employees, agents and representatives will follow all Base Hospital immunization and infection control requirements. If performance of this Contract occurs onsite at any BUMC facility or property during the influenza season as published by the Centers for Disease Control, Agency and its representatives, agents or employees shall comply with the current BUMC Influenza Vaccination policy.

Section 5.9 Access to Electronic Medical Records System. In the event Agency must access BUMC's electronic medical records system or provides personnel that must access BUMC's electronic medical record system, Agency and its accessing personnel shall first obtain approval to use such software by emailing consultantinqueries@epic.com.

Section 5.10 Dispute Resolution. In the event that any dispute or controversy ("Dispute") arising out of or related to this Contract cannot be settled by the parties, such Dispute shall be submitted for informal mediation. If the Dispute is not settled through mediation as provided above, then the parties may but are not required to participate in further alternate dispute resolution efforts. Resolution activities and any court proceedings must be conducted in Arizona, Arizona law shall apply and both parties shall bear their own costs, including attorney's fees.

Section 5.11 Counterparts. This Contract may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument. This Contract shall be deemed executed by the parties when any one or more counterparts hereof, individually or taken together, bears the signatures of each of the parties hereto.

Section 5.12 Default Cure. Except as otherwise provided in this Contract, in the event of any material default by either party, the non-defaulting party shall provide notice to the defaulting party, specifically setting forth the particulars causing the default. The defaulting party shall then have thirty (30) days in which to cure the default to the non-defaulting party's satisfaction, or to commence appropriate action to cure the default if the default cannot reasonably be cured during the thirty (30) day cure period. If the default has not been cured to the non-defaulting party's satisfaction within the thirty (30) day period, or if reasonable procedures, in non-defaulting party's sole discretion, to cure the default have not been instituted within this time period, then the non-defaulting party shall have the right to immediately terminate this Contract by giving written notice of termination to the defaulting party.

Section 5.13 Assignment. Except as provided herein, neither party may assign this Contract, in whole or in part, without the prior written consent of the other party. This Contract shall inure to the benefit of, and be binding upon, the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

Section 5.14 Enforceability. If any term of this Contract is found to be unenforceable or contrary to law, it shall be modified to the least extent necessary to

make it enforceable, and the remaining portions of this Contract will remain in full force and effect.

Section 5.15 Delay. Neither party shall be held responsible for any delay nor is failure in performance of any part of this Contract to the extent such delay is caused by events or circumstances beyond the delayed party's reasonable control, including but not limited to, war, strikes, lockouts, fire, flood, storm, or other acts of God. Both parties agree to use their best efforts to minimize the effects of such failures or delays.

Section 5.16 Waiver. The waiver by any party of any breach of covenant shall not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Contract may be modified only by a written instrument executed by authorized representatives of the parties hereto.

Section 5.17 Notice. All notices must be in writing and effected by personal delivery, or by an overnight courier which provides receipts, or certified or registered mail, return receipt requested, postage prepaid and properly addressed to the Parties at the following addresses or such other address as the parties may designate in writing from time to time:

Base Hospital:

Agency:

Banner – University Medical Center
Tucson Campus, LLC
Attn: General Counsel
1441 N. 12th Street
Phoenix, AZ 85006

Northwest Fire District
5225 W. Massingale Rd
Tucson, AZ 85743

With a copy to:

Base Hospital Coordinator
1501 N. Campbell Avenue
Tucson, Arizona 85724

Section 5.18 Entire Agreement. This Contract constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior agreements, contracts, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Contract by any representations or promises not specifically stated herein.

Attachment: Base Hospital Contract (2016-40 : Medical Control Contract)

IN WITNESS WHEREOF, the parties hereto have executed this Contract effective as of the date and year first above written.

Base Hospital:

BANNER – UNIVERSITY MEDICAL
CENTER TUCSON CAMPUS, LLC

By: Banner Health, an Arizona non-profit
Corporation, its sole member

By

Name:

Title:

DATE: 9/21, 2015

AGENCY:

NORTHWEST FIRE DISTRICT

By

Name:

Title:

DATE: August 25, 2015

Attachment: Base Hospital Contract (2016-40 : Medical Control Contract)

MEDICAL DIRECTION PLAN GENERAL CONDITIONS

The Base Hospital will comply with all aspects of Title 9, Chapter 25, Article 2, of the Arizona Administrative Code.

- I. The Agency will comply with the emergency vehicle unit assignment requirement as detailed in Article 2. The Agency's personnel assigned to the Base Hospital will be designated as follows:

Certified EMS personnel as specified on current BLS/ALS Duty Rosters provided by the Agency. Additional EMS personnel may be assigned to the Base Hospital, as specified on Duty Rosters. This does not include emergency medical responders ("EMRs"). Scope of practice for personnel below the EMT level will be determined by, and be the sole responsibility of, the employing agency.

- A. All personnel assigned for duty will have current state certification, CPR, and ACLS, as required for their level of certification. The Agency will provide a current list of assigned personnel to the Base Hospital upon request. Information on the roster will include any expanded scope qualifications held by the provider. Personnel shall be immediately withdrawn from duty by the Agency should any state-required certifications lapse and the Base Hospital shall be notified immediately.
- B. The Agency shall notify the Base Hospital within thirty (30) days of any personnel who are deleted from duty rosters. The Agency shall notify the Base Hospital within ten (10) working days of any personnel newly assigned to the Base Hospital for administrative medical direction.
- C. The Agency will provide field units with equipment to allow Base Hospital Medical Direction Authorities direct communication with emergency personnel.
- D. The agency is responsible for ensuring that EMCT's employed by the agency are aware that this agreement between the Agency and Base Hospital provides administrative medical direction only while the EMCT is working for the agency. This agreement does not provide administrative medical oversight for activities that are outside the Agency employer – employee relationship.

- II. State Guidelines for Medical Direction Plans

- A. Arizona State Administrative Rules, this Medical Direction Plan, and Base Hospital Policies shall guide the administrative and on-line activities of the Agency and Base Hospital Medical Direction Authorities. In accordance with R9-25-201, Medical Direction Plans shall include treatment, triage and communications protocols consistent with the EMCT's scope of practice.

- III. Regional Authority, Medical Direction Protocols, Administrative Orders, and Standing Orders
 - A. The Southeastern Arizona EMS Council (SAEMS) Protocols and Standing Orders, Agency Administrative Orders, and this Medical Direction Plan are intended to serve as guidelines for online medical direction and the responding EMS personnel at an emergency scene, until transfer of the patient to a receiving facility.
 - B. If Agency-specific needs require modifications to existing SAEMS Standing Orders or Protocols, Agency specific Administrative Orders may be approved by the Medical Director. Following review and approval, these orders may take the place of, or be used to supplement, the SAEMS Protocols and Standing Orders.
- IV. Specific Regional Triage, Treatment & Communication Protocols
 - A. Regional Triage and Communication Protocols indicate that medical direction contact is expected to be established with the closest appropriate medical direction authority as soon as possible after patient contact. Should SAEMS Standing Orders be implemented, a verbal or electronic relay to the receiving facility may occur.
 - B. The local EMS coordinating council shall decide on the type of facility for any given emergency by means of written triage protocols. In the event of a communications failure, during which prehospital personnel are unable to contact the closest appropriate medical direction authority, personnel will follow treatment standards consistent with scope of practice.
 - 1) The on-line medical direction authority will use the following criteria to determine the appropriate receiving facility:
 - a) informed, competent patient choice
 - b) nature and severity of illness/injury
 - c) expected transport time interval
 - d) availability of special treatment facilities or resources
 - C. Current SAEMS Regional Triage and Communication Protocols shall guide on-line medical direction for specific patient conditions, to include, but not limited to: trauma, critical pediatric, burn, cardiac, stroke, and high-risk OB patients.
 - D. Communication with Administrative Medical Direction
 - 1) In addition to compliance with SAEMS regional communication protocols, personnel may contact their administrative base

hospital when they encounter specific situations. These situations may include, but are not limited to:

- a) transport to alternative receiving facilities
 - b) patient refusal
 - c) DOA/DNR confirmation
 - d) on-scene control conflicts
 - e) physician on-scene
 - f) requests to function beyond protocol
 - g) requests to downgrade level of transport
 - h) multi-casualty incidents
- 2) Direct provider-to-hospital notification of incoming patients is required to assure adequate resource availability to meet patient care needs. This may be accomplished via routine radio or telephone communication or, in the case of standing orders, via a phone, electronic, or radio relay.

F. Standing Orders/Administrative Orders

- 1) A set of prehospital Standing Orders has been approved by SAEMS for use in the region. Additionally, Agency-specific Administrative Orders may also be approved for use. These documents provide the EMS provider with the ability to identify and treat specific conditions without making medical direction authority online contact. Providers are expected to be familiar with the available standing orders. When a standing order is implemented, it is expected that care given to a patient in the field will adhere to the standing order and not exceed the treatment listed without on-line medical direction.

V. Drug Control

- A. The current Arizona Department of Health Services Revised Drug List and Drug Box Implementation Procedures are to be considered binding on the Agency and the Base Hospital. The Drug List(s) and Drug Box Implementation Procedures may be modified without amendment to this Agreement, so long as the modifications are in writing and in accordance with Arizona Department of Health Service (ADHS) and Regional EMS policy. Drug box contents are subject to the supply and restocking policies of the Hospital.
- B. The Base Hospital agrees to restock drugs when expended in the delivery of patient care. The billing for patient use items will be carried out by the party restocking the box.
- C. The Agency agrees that drug box security policies shall adhere to those of the Base Hospital and ADHS. The Agency agrees that the drug box will

be secured in a locked cabinet on the ambulance, or will be secured in a locked box at the station, as appropriate. The Agency agrees that a shift change transfer log will be completed with each change of personnel responsible for drug box accountability. The shift change transfer log will include signatures of on-coming and off-going EMS personnel accounting for all drug box contents and verifying that the drug box is locked and secured. Drugs and supplies shall be administered only by state-certified EMCT's, only within the conduct and scope of their training and only as part of providing treatment to their patients. Drugs carried in a Toxicology Paramedic drug box (Tox Box) are to be administered only by a paramedic authorized by the Base Hospital Medical Director to perform medical treatments or administer drugs when responding to a toxicological incident.

VI. Documentation

- A. The Agency agrees that, upon transfer of care, EMS personnel shall remain with the patient until patient care has been assumed by nursing or medical personnel at the receiving facility and a verbal report of patient condition has been given. A complete, signed patient care report will be left for the patients' medical record. If an electronic patient care record was created, this will be forwarded to the receiving facility as soon after completion as possible. An itemized list of all drugs administered, wasted, and procedures used in the treatment of the patient will be documented on the report. In addition, a signature from an authorized staff RN or physician, indicating a transfer of care, will be obtained. The patient care reports submitted after the time of service must contain patient identifier and date of service information.
- B. A copy of the patient care report for each encounter, and all drug box transfer logs will be submitted to the Base Hospital for administrative review upon request.
- C. Any patient contact or encounter where an assessment by an EMS provider is made involving historical or physiological information requires proper patient care documentation, such as station walk-ins.

VII. Education and Quality Review

- A. The Agency will assist the Base Hospital with information collection and analysis for quality review of medical direction concerns. Each Agency shall designate one representative to assist with the quality improvement process. This individual is responsible for working with the Base Hospital team to develop and, implement a QI plan.
- B. While safeguarding the provisions of Hospital, Agency and patient privacy and budgetary constraints, the Base Hospital will assist in providing patient outcome data when requested by the Agency, in

conjunction with the Medical Director, for study and evaluation of prehospital EMS safety and efficacy.

- C. The Agency will comply with prehospital training requirements as outlined in Base Hospital Policies.
- 1) The Base Hospital shall provide for at least the minimum annual field experience or case review equivalency for all individuals, where applicable under EMS statutes and regulations, who function as the Base Hospital's medical direction authorities or intermediaries. The Agency shall provide the prehospital experience requirements for Base Hospital Emergency Department and medical direction authority personnel.
 - 2) The Base Hospital shall conduct/sponsor at a minimum, regularly scheduled monthly prehospital case review and prehospital care continuing education sessions for EMS personnel administratively assigned to the Base Hospital by the Agency. The Base Hospital will collaborate with the Agency on training for any new ADHS or SAEMS approved required treatment, protocol, or drug within 90 days or receiving notification from the department that the training has been adopted. A schedule of such meetings shall be provided to the Agency regularly. EMS personnel should attend a minimum of four case reviews/base hospital lectures by their assigned Base Hospital during each recertification period. ALS providers should attend a Base Hospital sponsored skills lab during their recertification period. The Base Hospital shall provide for supervised clinical observation to be used for continuing education or skill maintenance.
 - 3) The Agency will submit an application for Base Hospital Medical Director approval of requests to provide advanced skill, scope of practice, or subspecialty training. The Agency shall notify the Base Hospital in writing, with a prospective course roster, dates, location and course objectives/outline. The Agency will also inform EMS personnel of the Base Hospital's policy regarding use of the particular Permissive Skill. Final course roster, program dates, location and course objectives/outline will be submitted to the Base Hospital for record keeping.

VIII. Other Supporting Services

- A. Policy for Direct Exchange Items used in patient care
- 1) Items that will be directly exchanged with the Agency's EMS personnel include:

- a) Specifically negotiated items that are accompanied by appropriate documentation, such as disposable intubation equipment, BVM's, IV equipment etc. Items restocked at the Base Hospital will not be billed to the patient by the Agency.
- b) Linen will be directly exchanged with EMS personnel in equivalent quality and numbers.

B. Communicable Disease Notification Policy

- 1) The Base Hospital and the Agency agree to adhere to the regional Infectious Disease Notification protocol. Upon gaining confirmation that EMS personnel were exposed to a potentially infectious disease or bio-hazardous waste, the Hospital Infection Control Practitioner will notify the Agency's designated Infection Control Officer as soon as possible. Documentation and follow-up of bio-hazardous exposures shall be in accordance with regional, state and federal regulations.

C. Bio-hazardous Waste Management

- 1) Appropriate handling and disposal of bio-hazardous waste will be expected of all personnel.
- 2) The Agency has authority to package contaminated waste generated during patient care and dispose of it in appropriate receptacles at the Base Hospital.

D. Soiled Retrievable Items

- 1) Retrievable items belonging to the Agency, such as traction splints, KED and spine boards that are soiled and/or must remain with the patient, shall be accounted for, cleaned of gross contaminants and stored by hospital staff once removed from the patient. Agency EMS personnel will notify the Base Hospital of items left within 24 hours of arrival, arrange to pick up items as quickly as possible, and notify the Base Hospital of problems in locating items.

D. Subspecialty Practice

Special procedures and subspecialty roles may be implemented following Base Hospital Medical Director approval. Agency requests for special procedures or subspecialty role implementation must include a plan to address training, quality monitoring, documentation, continuing education, on-line communication, and skill maintenance.

IX. Problem-Solving and Grievance Procedure

- A. The Agency and Base Hospital agree to jointly address problems that may arise concerning the performance, competence, or medical inter-relationships of EMS personnel and Emergency Department personnel. This shall also include a procedure for suspension or withdrawal of medical direction. Problem-solving and grievance procedures are outlined in Base Hospital policy.

APPROVAL:

Base Hospital:

BANNER – UNIVERSITY MEDICAL
CENTER TUCSON CAMPUS, LLC

By: Banner Health, an Arizona non-profit
Corporation, its sole member

By: Catherine M. Spate

Name: Catherine M. Spate

Title: 9/21/15 Chief Medical Officer

DATE: 9/21/15, 2015

APPROVED:

Name: DANIEL SPAITE, MD

Medical Director

DATE: SEPT 9, 2015

Agency:

NORTHWEST FIRE DISTRICT

By: George Carter

Name: George Carter

Title: Board Chair

DATE: August 25, 2015

Attachment: Base Hospital Contract (2016-40 : Medical Control Contract)

FIRST AMENDMENT TO BASE HOSPITAL CONTRACT

This First Amendment to Base Hospital Contract between Banner – University Medical Center Tucson Campus, LLC (“Base Hospital”) and Northwest Fire District (“Agency”) is entered into by and between the Parties and is dated effective as of July 1, 2016 (“Effective Date”).

RECITALS:

WHEREAS, Base Hospital and Agency entered into that certain Base Hospital Contract dated effective July 1, 2015 (the “Contract”); and

WHEREAS, Base Hospital and Agency now desire to amend the terms of the Contract as more particularly set forth below;

NOW, THEREFORE in consideration of the foregoing recitals and each act taken by the parties hereto, it is hereby agreed by and between the parties as follows:


1. Section 3.1 of the Contract is deleted in its entirety and replaced with the following:

“Section 3.1 Payment. The Parties agree that the Agency shall pay Base Hospital in advance as follows: (a) For the period from July 1, 2015, through June 30, 2016, the sum of **\$93,948.80** and (b) for the period from July 1, 2016 through June 30, 2017, the sum of **\$98,646.24**. In the event of any early termination of this Contract, the annual payment amount shall be prorated to the effective date of termination. The parties further agree to renegotiate these fees in one year’s time to align with actual costs to perform the Contract.”

In all other respects, the Contract, as amended, shall remain in full force and effect.

**BANNER – UNIVERSITY MEDICAL CENTER
TUCSON CAMPUS, LLC**

NORTHWEST FIRE DISTRICT

DocuSigned by:

By: _____
Name: Tom Dickson
Its: CEO
Date: March 16, 2016 | 16:19:16 PM MST

By: _____
Name: _____
Its: _____
Date: _____

Attachment: NW Fire First Amendment SIGNED (2016-40 : Medical Control Contract)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.B

SCHEDULED

MEMORANDUM NO. 2016-41

Date: April 12, 2016
To: Governing Board
From: Dugger Hughes, Battalion Chief
Type of Action: Formal Action/Motion
Agenda Item: Approval of a Letter Acknowledging the 2016 SAFER Grant Application

RECOMMENDATION:

Staff recommends the approval of the attached letter.

MOTION:

Move to approve a letter signed by the Board acknowledging their understanding of the 2016 SAFER Grant stipulations that are included with the District's 2016 Grant request.

DISCUSSION:

The District has submitted a SAFER Grant request via the 2016 application process for \$3,487,680 to fund 12 new positions at the proposed Station 340, and for 12 positions to fill the District's "Rover" pool. Stipulations of the Grant require a letter be submitted by the Governing Board prior to any selections being made by the Grant Selection Authorities. Attached is a letter submitted for Chairman Carter's signature, which we will mail to the Grant officials. This letter acknowledges that the District understands the SAFER Grant rules and regulations.

FISCAL IMPACT:

Should we be fortunate enough to be selected for the Award, we would receive \$3,487,680 to fund 24 new and/or replacement positions on the District for a period of two (2) years, after which time the District is responsible for the funding. The 12 Rover Pool positions should save the District at least \$750,000 in overtime that we are currently paying to keep our front line units fully staffed. The 12 new positions for Station 340 are incumbent on its future approval, construction, and implementation.

ALTERNATIVES:

Remove our Grant application from consideration.

ATTACHMENTS:

- Safer Letter (PDF)



NORTHWEST FIRE DISTRICT

Our Mission is to Save Lives, Protect Property, and Care for Our Community.

ADMINISTRATION/PREVENTION & SAFETY
5225 W. MASSINGALE ROAD
TUCSON AZ 85743

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org



5.B.a

April 12, 2016

Catherine Patterson, Branch Chief
Assistance to Firefighters Grants Branch
RE: Governing Body Letter
DHS/FEMA
800 K Street NW Mailstop 3620
Washington DC 20472-3620

Dear Ms. Matterson:

This letter confirms that the Governing Board of the Northwest Fire District fully understands the commitment required by the District should we be awarded a SAFER Grant in the upcoming Grant cycle.

Local economic projections show that the District is adequately funded to maintain these positions once the Grant funding expires. The savings we will be able to realize by the reduction in our overtime costs will also be significant.

The Grant Application package, and associated requirements, have been reviewed by Board members, and the Board gave unanimous approval at our February meeting to submit this application.

Thank you for your support and diligence in this matter.

Sincerely,

George Carter
Board Chair



NORTHWEST FIRE DISTRICT IS PROUD TO BE
ACCREDITED BY THE COMMISSION ON FIRE

ACCREDITATION INTERNATIONAL

Attachment: Safer Letter (2016-41 : SAFER Grant Acknowledgement)

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-42**

Date: April 12, 2016
To: Governing Board
From: Brian Keeley,
Type of Action: Formal Action/Motion
Agenda Item: Approval of a Pre-Annexation Agreement with Michael and Sally Mayersohn Regarding the Property Located at 4394 W. Butterfly Mountain Drive, Marana, AZ 85658

RECOMMENDATION:

Staff recommends approval of this pre-annexation agreement.

MOTION:

Move to approve a Pre-Annexation Agreement with Michael and Sally Mayersohn regarding the property located at 4394 W. Butterfly Mountain Drive, Marana, AZ 85658

DISCUSSION:

In order to provide service to property owners who are interested in immediate annexation, but are requested by staff to postpone efforts for single parcel annexation in lieu of emanate petition annexation processes of the same area, staff is proposing a Pre-Annexation Agreement. This agreement entitles the property owners to receive full benefits that are associated with being an annexed District resident. In return, the District receives a commitment from the property owners to annex the proposed property into the Northwest Fire District should the petition process be unsuccessful.

FISCAL IMPACT:

This address will be serviced primarily by Station 339 and no additional resources or cost are anticipated.

ALTERNATIVES:

None

ATTACHMENTS:

- Pre-Annexation Agreement (Mayersohn) (PDF)

When recorded, return to:
 Heather D'Amico
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, Arizona 85743

PRE-ANNEXATION AGREEMENT

THIS AGREEMENT is made as of _____, 2016, by and among the Northwest Fire District, an Arizona Fire District (the "District"), and _____, ("Owner").

RECITALS

A. Owner owns the real property described in Exhibit A ("Property"), which is contiguous with, but outside of the District's territorial boundary.

B. Owner has requested annexation of the Property into the District, and has executed a request for annexation, pursuant to A.R.S. 48-262(I), which is attached hereto as Exhibit B (Request).

C. District is pursuing a multi-parcel, multi-owner petition annexation of an area which includes Owner's Property.

D. The parties wish to enter into an agreement whereby the District will begin serving the Property as though the Owner's request for annexation were already approved, and the Owner will agree to sign the petition for annexation when it is presented.

NOW THEREFORE, in consideration of the premises and the mutual covenants and the agreements hereinafter contained, the parties hereto state, confirm and agree as follows:

AGREEMENT

1. Petition Annexation. Owner shall execute a petition for annexation of the Property if and when it is presented to Owner.

2. Single Parcel Annexation. Owner has delivered herewith the signed Request. In the event that the petition annexation fails for any reason, District will schedule the Request for Board action to consider approving the Request to annex the Property into the District individually.

3. District's Governing Board Retains Discretion. Owner recognizes and acknowledges that, pursuant to A.R.S. 48-262, only the District's Governing Board, in its sole discretion, may make the ultimate determination as to whether to approve and proceed with annexation of the Property. Nothing herein is intended to waive or alter annexation requirements established by A.R.S. 48-262.

4. Services Provided. The District shall provide to the Property the same emergency medical, emergency fire, plan review, and building inspection services, and the necessary emergency equipment, vehicles and personnel for the provision thereof, as provided for all other properties within the District. The above services will be provided at such levels, and with such resources, as determined by the District's Governing Board, in its sole discretion, pursuant to its annual legislative budgeting process and its administrative policies and protocols as amended from time to time.

5. Fire Code. The applicable Fire Code shall be that which is adopted by the District's Governing Board, and as amended and replaced from time to time, at the Governing Board's sole discretion.

6. Fees. The District's fee schedule differentiates between amounts charged for residents and amounts charged for nonresidents. The nonresident portions of the fees for fire code plans reviews and fire code inspections conducted by the District for any development of the Property shall be waived. The applicable fee schedule shall be that which is adopted by the District's Governing Board, and as amended and replaced from time to time, at the Governing Board's sole discretion.

7. Effective Date. This Agreement shall be effective after it is signed by all parties hereto and approved by the District's Governing Board.

8. Termination. This Agreement shall terminate if the Property is annexed into the District. This Agreement shall terminate if the Owner transfers ownership of the Property. This Agreement will terminate if both of the following occur: 1) the petition annexation fails; and 2) the District fails to approve the Request. If the Agreement has not already terminated, as described in this subsection, it will terminate eighteen months after its effective date.

9. Representations and Warranties of the Owner. The Owner hereby represents and warrants to the District, as follows:

a. The Owner has full power and authority required to enter into and to consummate the transactions contemplated hereby and otherwise to carry out its obligations hereunder. The Agreement has been duly executed by the Owner and, when delivered in accordance with the terms hereof, will constitute the valid and binding obligation of the Owner, enforceable against the Owner in accordance with its terms.

10. Miscellaneous.

This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained herein and the parties expressly acknowledge that there are no other agreements or understandings in regard to this transaction other than as set forth herein or contained within other written agreements referred to herein.

The Recitals and Exhibits described and set forth herein are true and correct in all material respects and are incorporated herein by reference.

This Agreement shall be construed in accordance with the laws of the State of Arizona. In the event of any dispute hereunder, exclusive jurisdiction and venue shall exist only in Pima County, Arizona.

District may cancel this Agreement for conflicts of interest pursuant to A.R.S. section 38-511.

IN WITNESS WHEREOF, duly authorized representatives of the parties hereto have executed this Agreement as of the day and year first written above.

ATTEST:

NORTHWEST FIRE DISTRICT, an
Arizona fire district

Name: _____

By: _____

Name: _____

Title: _____

PROPERTY OWNER:

Michael Mayersohn

By: Michael Mayersohn

Its: _____

PROPERTY OWNER:

Sally Mayersohn

By: Sally Mayersohn

Its: _____

EXHIBIT A (The Property Description) and EXHIBIT B (The Annexation Request) must be attached hereto.

EXHIBIT A
[LEGAL DESCRIPTION]

Property Description:

BUTTERFLY MOUNTAIN LOT 7

Parcel ID No. 219-33-0870

EXHIBIT B
[ANNEXATION REQUEST LETTER]

George Carter, Chairman
 Northwest Fire District Board
 5225 W. Massingale Road
 Tucson, Arizona 85743

RE: The Mayersohn Annexation

Dear Chairman Carter:

We are the owners of the property located at 4394 W. Butterfly Mountain Drive, Marana, 85658, Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with our signatures affixed below, and pursuant to A.R.S. section 48-262(I), we expressly request that the Northwest Fire District forthwith amend its boundaries to include our property described on Exhibit A.

Sincerely,

Sincerely,

Michael Mayersohn
 Michael Mayersohn

Sally Mayersohn
 Sally Mayersohn

STATE OF ARIZONA

ss.

County of Pima

On this, the 1st day of April, 2016, before me, the undersigned Notary Public personally appeared, John Doe and Jane Doe who acknowledged ownership of the property located at 4394 W. Butterfly Mountain Drive, Marana, AZ, 85658, that as such officer being authorized so to do, executed the foregoing instrument for the purposes herein.



Heather Lin D'Amico
 Notary Public
 My Commission Expires: July 31, 2019

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-43**

Date: April 12, 2016
To: Governing Board
From: Brian Keeley,
Type of Action: Information Only
Agenda Item: Discussion of the Butterfly Mountain Annexation Boundary Change Impact Statement; Possible Discussion Concerning the Character of the Property and the Impact of Bringing it into the District

RECOMMENDATION:

Review the Boundary Change Impact Statement

MOTION:

NONE

DISCUSSION:

The Northwest Fire District (NWFD) has received a request, by Northwest Management (representatives of the Butterfly Mountain HOA), to annex this subdivision into the District. This area has been without dedicated fire and medical services.

This area is located north of Moore Road and west of Thornydale Road and encompasses 28 parcels. The neighborhood would receive services from Station 339 at 12095 N. Thornydale Road. The District would not need to add any additional resources in order to provide services to this region.

FISCAL IMPACT:

The 2016 Limited Assessed Value of the properties is \$922,044; the estimated taxes from a potential annexation of the neighborhood would be \$24,052.

Petition processes have fees for advertising, land surveys, mailing campaigns and other associated costs. When the petition process is completed, there will be recording and voter roll fees paid to Pima County as well.

ALTERNATIVES:

The Governing Board may elect to not pursue annexation of the area.

ATTACHMENTS:

- Butterfly Mountain BCIS (PDF)

BOUNDARY CHANGE IMPACT STATEMENT FOR THE NORTHWEST FIRE DISTRICT

REFERENCE: BUTTERFLY MOUNTAIN ANNEXATION

Pursuant to Arizona Revised Statutes § 48-262, the undersigned submits the following Boundary Change impact Statement for the proposed annexation of territory to the Northwest Fire District:

1. The Description of Boundaries:

The area proposed to be annexed into the Northwest Fire District, (BUTTERFLY MOUNTAIN ANNEXATION) consists of: see legal description of the BUTTERFLY MOUNTAIN ANNEXATION attached as Exhibit "A" hereto, a detailed accurate map of BUTTERFLY MOUNTAIN attached as Exhibit "B" hereto, and a detailed list of taxable properties provided by the Assessor attached as Exhibit "C".

2. Estimate of Assessed Valuation in the BUTTERFLY MOUNTAIN ANNEXATION:

Total: \$922,044

3. Estimate of Change in the Tax Rate of the Northwest Fire District:

If the annexation is accomplished, it is estimated that the tax rate of the Northwest Fire District would decrease by \$0.0024. This estimate is based upon the assumption that the Northwest Fire District does not need any additional personnel and/or equipment to service the BUTTERFLY MOUNTAIN ANNEXATION area. The calculation is based on the limited assessed valuation estimated by the Pima County Assessor's Office for the District's Fiscal Year 2016-2017 which is \$922,044 and the operating tax rate for 2016 Tax Year which is \$2.6086 per hundred dollars of limited assessed value. The estimated tax rate with the increase of \$922,044 in assessed value would be \$2.6062.

The Northwest Fire District also has a Bond Debt Service Tax Levy. The bond tax rate for the 2016 Tax Year is \$0.3052 the Bond tax rate after the annexation would decrease by \$0.0003 to \$0.3049. Taxes from this annexation would be due no sooner than 2017.

4. Estimate of the Change in the Property Tax Liability:

- A. Typical resident of a portion of the District not in the area proposed to be annexed. If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical resident of a portion of the District not in the area of the proposed change is as follows: (calculations based upon the property located in Township 12, Range 12E, Section 1, parcel 216-03-0150 at 5010 W. Camino de Manana with a 2016 limited assessed value of \$24,884)

1. Before the proposed change, the fire district tax collected by Pima County for Fiscal Year 2016-2017 is calculated at \$2.6086 per hundred dollars of the 2016 limited assessed value of \$24,884 or the sum of \$649.00; the Bond Debt Service Tax Rate is calculated at \$0.3052 per hundred dollars of the 2016 limited value and the Bond Debt Service Tax is \$76.00.
 2. After the proposed change, the Fire District tax is estimated to be at \$2.6062 per hundred dollars of limited assessed value or the sum of \$649.00; the Bond Debt Service Tax Rate is estimated to be \$0.3049 and the Bond Debt Service Tax is estimated to be about \$76.00.
- B. Typical property in the BUTTERFLY MOUNTAIN ANNEXATION: If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical property owner within the area is as follows (calculations based upon Township 11, Range 13E, Section 30, parcel 219-33-0810 at 4528 W. Butterfly Mountain Drive with a 2016 limited assessed value of \$20,250):
1. Before the proposed change, the resident would not be subject to the Northwest Fire District Tax.
 2. After the proposed change, the fire district tax is estimated to be \$2.6062 per hundred dollars of limited assessed value or the sum of \$528.00. The estimated Bond Debt Service Tax Rate would be \$0.3049 and the Bond Debt Service Tax is estimated to be \$62.00.

5. Benefits to be derived from the Proposed Annexation:

The proposed annexation would provide the following benefits to the property owners of the BUTTERFLY MOUNTAIN ANNEXATION and to the remainder of the District:

- A. Benefits to be obtained by the property owners of the area proposed to be annexed:
1. Property owners will secure fire and paramedic services.
 2. The area to be annexed will be subject to the 2006 International Fire Code which has been adopted by the Northwest Fire District and the staff of the Northwest Fire District will enforce the 2006 International Fire Code for the protection of all residents in the area.
 3. Annexation into the Northwest Fire District will result in fire protection services that may result in a lower commercial and residential fire insurance rate. The rating could result in substantially lowered costs

of fire insurance premiums for all residences and businesses in the area.

4. The Governing Board of the Northwest Fire District is elected by the residents of the Northwest Fire District; therefore, residents will have a direct vote for the election of fire district governing board members and a voice in the type and manner of fire protection services provided for the entire district.

B. The benefits to the existing residents of the Northwest Fire District:

1. The tax base of the Northwest Fire District will be increased by \$922,044.
2. Residents will receive direct benefit from the additional tax base.
3. This will result in a broader tax base that will allow additional revenues be used to offset current fire and emergency medical services.

6. **Injuries that will Result from the Proposed Annexation:**

As a result of the proposed annexation, some of the injuries that will result are as follows:

- A. There will be an increase in the property taxes that the property owners of the to-be-annexed area will have to pay. The property of the newly annexed area will be subject to the fire district taxes assessed by the Northwest Fire District. In addition, the newly annexed property would be subject to an additional assessment for debit service payments for \$34 million in bonds for facilities approved by District voters in November, 2004.
- B. The Northwest Fire District is a governmental entity that could be subjected to potential liability during the performance of its functions and should this occur, the tax rate of the Northwest Fire District could have to be increased to pay for any such liability incurred by the District. The Northwest Fire District maintains liability insurance in an amount believed to be adequate and the Board believes the likelihood of a tax increase due to liability of this type to be extremely remote.

Dated this 22nd day of March, 2016.

Clerk of the Board, Tim Clayton

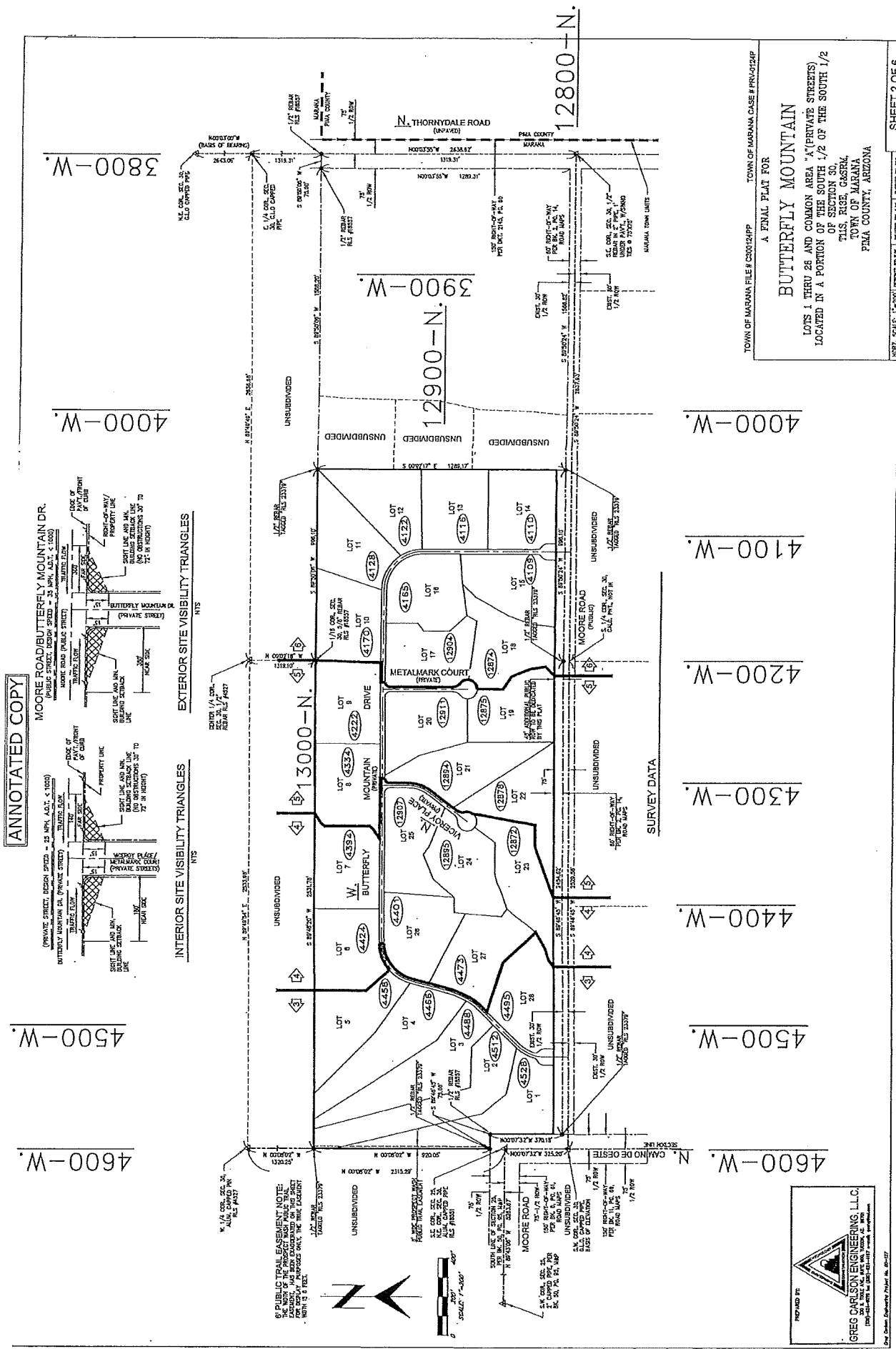
LOST WELLS -TEAL BLUE TRAIL Annexation
Boundary Change Impact Statement
Page 4 of 4

BUTTERFLY MOUNTAIN ANNEXATION
COST IMPACT CALCULATIONS
ANNEXATION REVENUE PROJECTIONS

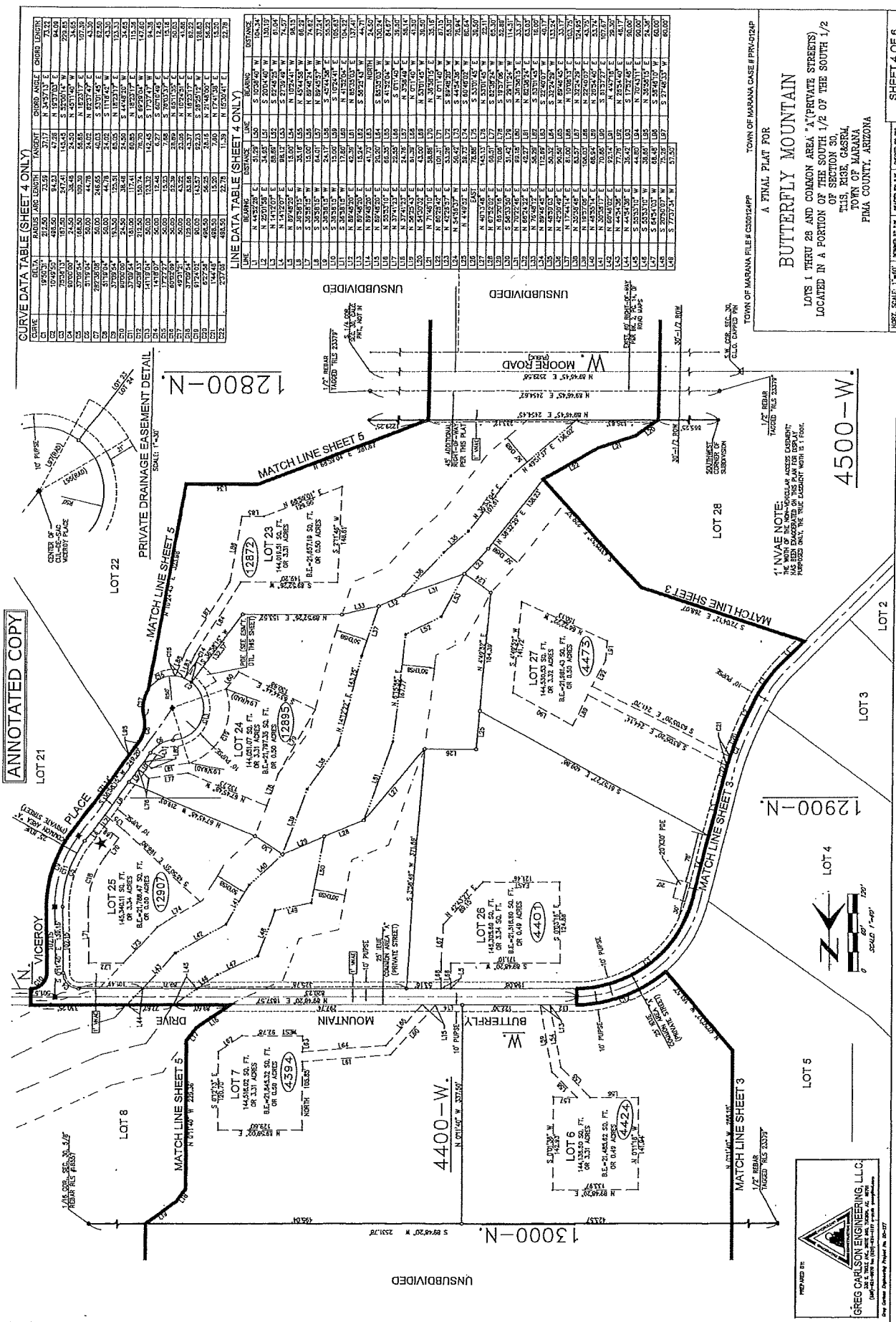
2016 Assessed Valuation	2016-2017 Adjusted Tax Rate/100	Revenue *
\$922,044	\$2.6086	\$24,052 Operating
\$922,044	\$.3052	\$2,814 Bond Levy

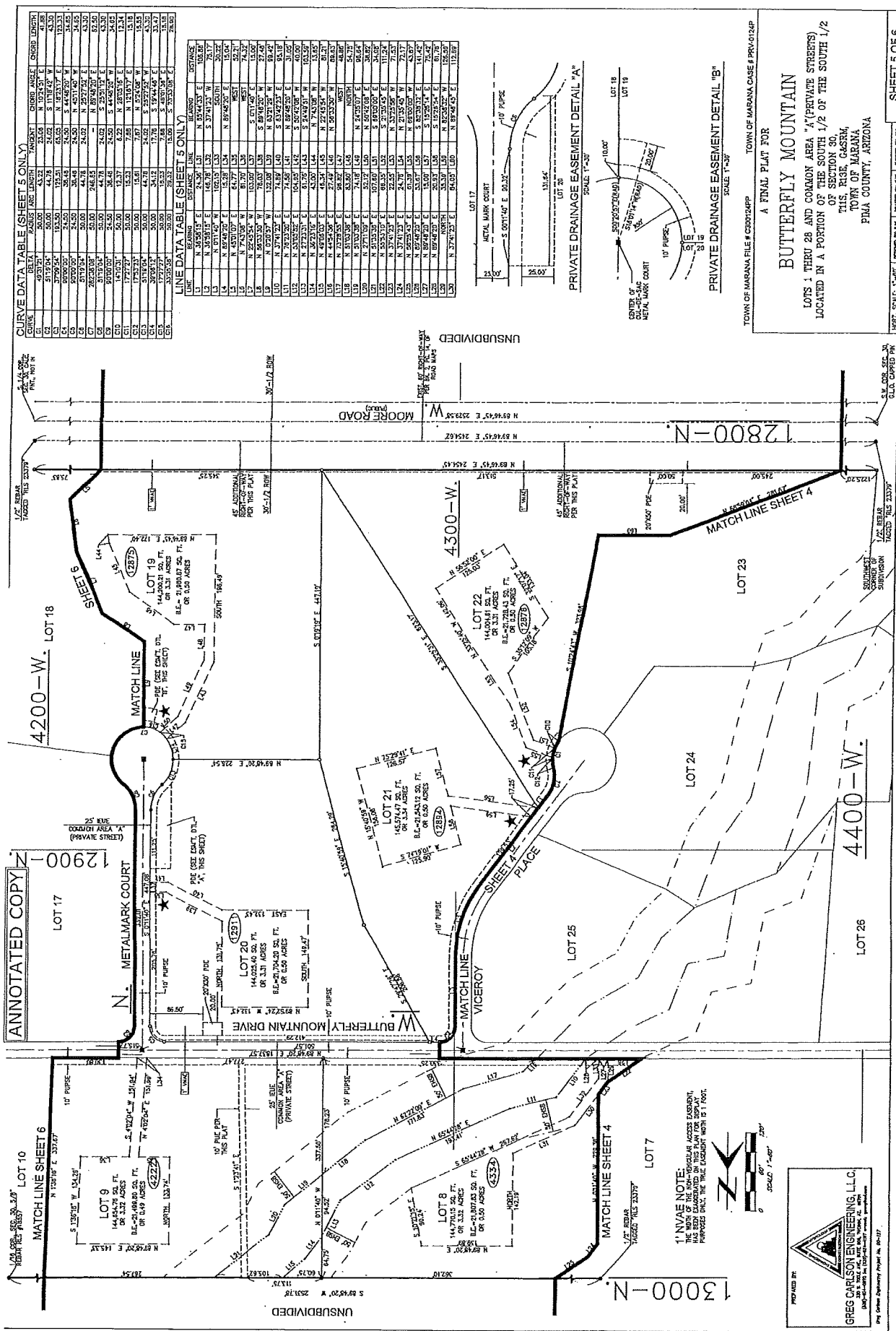
*The earliest revenue from this annexation area could be received is in Fiscal Year 2016-2017.

EXHIBIT "A"
[Legal Description]









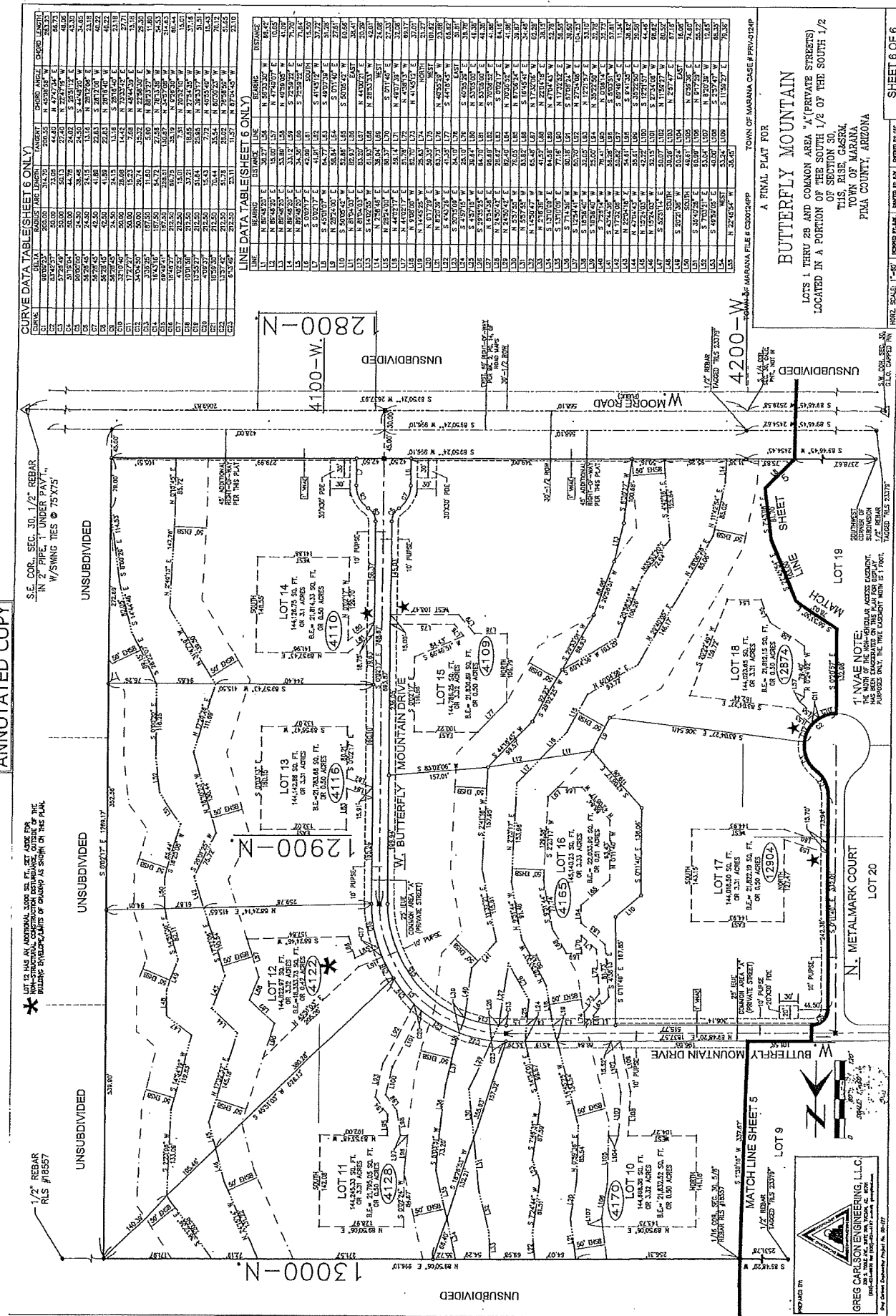


EXHIBIT "B"
[Map of Butterfly Mountain]



Butterfly Mountain Annexation
Town of Marana
Multiple Parcels, Lots "A", 1-5, 7-28

EXHIBIT "C"
[List of Taxable Properties]

2016 - NWFD BUTTERFLY MOUNTAIN

Owner Name and Mailing

Parcel	Mail1	Mail2	Mail3	Mail4	Mail5	Zip	Zip4
219330810	VIEW TR	ATTN: JANET SHEEN TR	11661 SAN VICENTE BLVD STE 1000	LOS ANGELES CA	NULL	90049	5118
219330820	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739	9524
219330830	STREICH MARK & DIANE CP/RS	12976 N OCOTILLO BLUFF PL	MARANA AZ	NULL	NULL	85658	4248
219330840	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739	9524
219330850	PEIL WILLIAM JOHN LIVING TR & PEIL LINDA	E LIVING TR	PO BOX 91853	TUCSON AZ	NULL	85752	1853
219330860	GRANT CHARLES R & ROBIN M	PO BOX 126	ZIONHILL PA	NULL	NULL	18981	120
219330870	MAYERSJOHN MICHAEL & SALLY LIVING TR	4394 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4515
219330880	SPANISH TRAIL HOLDINGS LLC	2733 N POWER RD STE 102 PMB 270	MESA AZ	NULL	NULL	85215	1883
219330890	AUNE CARL & DIANE FAMILY TR	4074 N BOULDER CANYON PL	TUCSON AZ	NULL	NULL	85750	6911
219330900	JARSKI WILLIAM ANDREW LIVING TR & JARSKI	HEATHER ANNE TR	PO BOX 69952	ORO VALLEY AZ	NULL	85737	24
219330910	HENDERSON PHYLLIS I & SALMOND WILLIAM E JT/RS	4128 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4516
219330920	JACOBS LEE & RACHEL CP/RS	4122 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4516
219330930	KAMP PHILIP H & NANCY J CP/RS	1830 W ERIE ST	CHICAGO IL	NULL	NULL	60622	5519
219330940	MEYERS-MELNYKOVYCH-MEYERS REVOC TR	ATTN: GARY L MEYERS & CHRISTINA	MELNYKOVYCH-MEYERS TR	11156 N DIVOT DR	TUCSON AZ	85737	7232
219330950	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	NULL	85739	9524
219330960	WADLEIGH JOHN MARTIN & NANCY JEANNE CP/RS	12411 N MOUNT BIGELOW RD	ORO VALLEY AZ	NULL	NULL	85755	1825
219330970	MYERS FAMILY REVOC TR	ATTN: GREGORY T & JENNE G MYERS TR	12904 N METALMARK CT	MARANA AZ	NULL	85658	4518
219330980	CLARKSON FREDRICH A & LINDA K CP/RS	PO BOX 69774	TUCSON AZ	NULL	NULL	85737	21
219330990	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	NULL	85739	9524
219331000	BLODGETT LIVING TR	ATTN: JERRY A & MARILYN L BLODGETT TR	12911 N METALMARK CT	MARANA AZ	NULL	85658	4518
219331010	LUNSFORD TOM & JANTINA FAMILY TR	10330 COMPASS CIR	ANCHORAGE AK	NULL	NULL	99515	2556
219331020	INSIGHT INVESTMENT CO PROFIT SHARING TR	ATTN: MICHAEL H JONES TR	3561 E SUNRISE DR STE 201	TUCSON AZ	NULL	85718	3228
219331030	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	NULL	85739	9524
219331040	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739	9524
219331050	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739	9524
219331060	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	NULL	85739	9524
219331070	INSIGHT INVESTMENT CO PROFIT SHARING PLAN	ATTN: MIKE JONES	3561 E SUNRISE DR STE 201	TUCSON AZ	NULL	85718	3228
219331080	KOISTINEN JEFF	4495 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4513
219331090	BUTTERFLY MOUNTAIN HOA	10645 N ORACLE RD STE 121 PMB 285	ORO VALLEY AZ	NULL	NULL	85737	9388

2016 - NWFD BUTTERFLY MOUNTAIN

Situs Address

Parcel	Address
219330810	4528 W BUTTERFLY MOUNTAIN DR
219330820	4512 W BUTTERFLY MOUNTAIN DR
219330830	4488 W BUTTERFLY MOUNTAIN DR
219330840	4466 W BUTTERFLY MOUNTAIN DR
219330850	4458 W BUTTERFLY MOUNTAIN DR
219330860	4424 W BUTTERFLY MOUNTAIN DR
219330870	4394 W BUTTERFLY MOUNTAIN DR
219330880	4334 W BUTTERFLY MOUNTAIN DR
219330890	4222 W BUTTERFLY MOUNTAIN DR
219330900	4170 W BUTTERFLY MOUNTAIN DR
219330910	4128 W BUTTERFLY MOUNTAIN DR
219330920	4122 W BUTTERFLY MOUNTAIN DR
219330930	4116 W BUTTERFLY MOUNTAIN DR
219330940	4110 W BUTTERFLY MOUNTAIN DR
219330950	4109 W BUTTERFLY MOUNTAIN DR
219330960	4165 W BUTTERFLY MOUNTAIN DR
219330970	12904 N METALMARK CT
219330980	12874 N METALMARK CT
219330990	12875 N METALMARK CT
219331000	12911 N METALMARK CT
219331010	12894 N VICEROY PL
219331020	12878 N VICEROY PL
219331030	12872 N VICEROY PL
219331040	12895 N VICEROY PL
219331050	12907 N VICEROY PL
219331060	4401 W BUTTERFLY MOUNTAIN DR
219331070	4473 W BUTTERFLY MOUNTAIN DR
219331080	4495 W BUTTERFLY MOUNTAIN DR
219331090	4112 W MOORE RD

Values

Parcel	AssessmentType	ValueType	TotalValue	TotalAssessed	TotalExempts	NetTaxable
219330810	Locally Valued	Limited Values	135000	20250	0	20250
219330820	Locally Valued	Limited Values	120000	18000	0	18000
219330830	Locally Valued	Limited Values	120000	18000	0	18000
219330840	Locally Valued	Limited Values	120000	18000	0	18000
219330850	Locally Valued	Limited Values	561972	56197	0	56197
219330870	Locally Valued	Limited Values	805053	80505	0	80505
219330880	Locally Valued	Limited Values	135000	20250	0	20250
219330890	Locally Valued	Limited Values	135000	20250	0	20250
219330900	Locally Valued	Limited Values	600044	60004	0	60004
219330910	Locally Valued	Limited Values	700537	70054	0	70054
219330920	Locally Valued	Limited Values	641320	64132	0	64132
219330930	Locally Valued	Limited Values	120000	18000	0	18000
219330940	Locally Valued	Limited Values	135000	20250	0	20250
219330950	Locally Valued	Limited Values	120000	18000	0	18000
219330960	Locally Valued	Limited Values	135000	20250	0	20250
219330970	Locally Valued	Limited Values	674934	67493	0	67493
219330980	Locally Valued	Limited Values	135000	20250	0	20250
219330990	Locally Valued	Limited Values	120000	18000	0	18000
219331000	Locally Valued	Limited Values	670484	67048	0	67048
219331010	Locally Valued	Limited Values	552107	55211	0	55211
219331020	Locally Valued	Limited Values	120000	18000	0	18000
219331030	Locally Valued	Limited Values	120000	18000	0	18000
219331040	Locally Valued	Limited Values	120000	18000	0	18000
219331050	Locally Valued	Limited Values	120000	18000	0	18000
219331060	Locally Valued	Limited Values	120000	18000	0	18000
219331070	Locally Valued	Limited Values	120000	18000	0	18000
219331080	Locally Valued	Limited Values	638496	63850	0	63850
219331090	Locally Valued	Limited Values	500	50	0	50

922044

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-44**

Date: April 12, 2016
To: Governing Board
From: Brian Keeley,
Type of Action: Formal Action/Motion
Agenda Item: Public Hearing Regarding the Proposed Butterfly Mountain Annexation

RECOMMENDATION:

Conduct the hearing on the Boundary Change Impact Statement for the Butterfly Mountain Annexation area. Following staff and public input, decide whether to approve the Boundary Change Impact Statement and authorize the passing of petitions.

MOTION:

Move to open the Public Hearing regarding the Butterfly Mountain Annexation

DISCUSSION:

The Northwest Fire District (NWFD) has received a request, by Northwest Management (representatives of the Butterfly Mountain HOA), to annex this subdivision into the District. This area has been without dedicated fire and medical services.

This area is located north of Moore Road and west of Thornydale Road and encompasses 28 parcels. The neighborhood would receive services from Station 339 at 12095 N. Thornydale Road. The District would not need to add any additional resources in order to provide services to this region.

FISCAL IMPACT:

The 2016 Limited Assessed Value of the properties is \$922,044; the estimated taxes from a potential annexation of the neighborhood would be \$24,052.

Petition processes have fees for advertising, land surveys, mailing campaigns and other associated costs. When the petition process is completed, there will be recording and voter roll fees paid to Pima County as well.

ALTERNATIVES:

The Governing Board may elect to not pursue annexation of the area.

ATTACHMENTS:

- Butterfly Mountain- Public Hearing (PDF)
- Butterfly Mountain BCIS (PDF)

BUTTERFLY MOUNTAIN ANNEXATION
Notice of Proposed Change in the
Northwest Fire District Boundaries

NOTICE: The Northwest Fire District hereby gives notice to each owner of real property within the boundaries of the area proposed to be annexed (the "Proposed Annexation Area") into the Northwest Fire District of the fact that a Boundary Change Impact Statement has been received by the Northwest Fire District.

PURPOSE: The purpose of this notice is to advise all owners of real property within the Proposed Annexation Area of an opportunity to appear and address the Board of the Northwest Fire District either in favor or against the proposed boundary change, and the accuracy or inaccuracy of the Boundary Change Impact Statement. If the Boundary Change Impact Statement is approved by the Board of the Northwest Fire District, then petitions will be prepared and circulated among the property owners in the Proposed Annexation Area in order to determine whether the Proposed Annexation Area can be legally annexed into the Northwest Fire District in accordance with the applicable laws of the State of Arizona. If the requisite number of signatures is obtained on the petitions for annexation into the Northwest Fire District, property owners will be subject to and liable for the annually assessed Northwest Fire District property tax.

PROPOSED ANNEXATION AREA: The legal description (Exhibit "A") of the area proposed to be annexed into the Northwest Fire District (the "Annexation Area") is attached to this notice.

THE PUBLIC HEARING: The hearing on the Boundary Change Impact Statement is scheduled to be held on **Tuesday, April 12, 2016, at 6:00 p.m.**, at the following address:

Northwest Fire District
Training Center
5125 W Camino de Fuego
Tucson, AZ 85750

Dated this 22nd day of March, 2016



Tim Clayton
Clerk of the Board

Northwest Fire District
5225 W. Massingale Road
Tucson, Arizona 85743

Publish March 31st and April 1, 2016 Arizona Daily Star
cc: Chairman of Pima County Board of Supervisors

LEGAL DESCRIPTION [EXHIBIT "A"]
BUTTERFLY MOUNTAIN ANNEXATION
TO THE NORTHWEST FIRE DISTRICT

PROPOSED ANNEXATION AREA: The description of the area to be annexed into the Northwest Fire District is: Lots 1 through 28 & Common Area A, excluding lot 6, of the Final Plat for Butterfly Mountain, Pima County Maps and Plats, Book 57, Page 58, located in a portion of the S 1/2 of the S 1/2 of Section 30, T11S, R13E, G&SRM, Marana, Pima County, Arizona.

The Butterfly Mountain Trail Petition Annexation Area

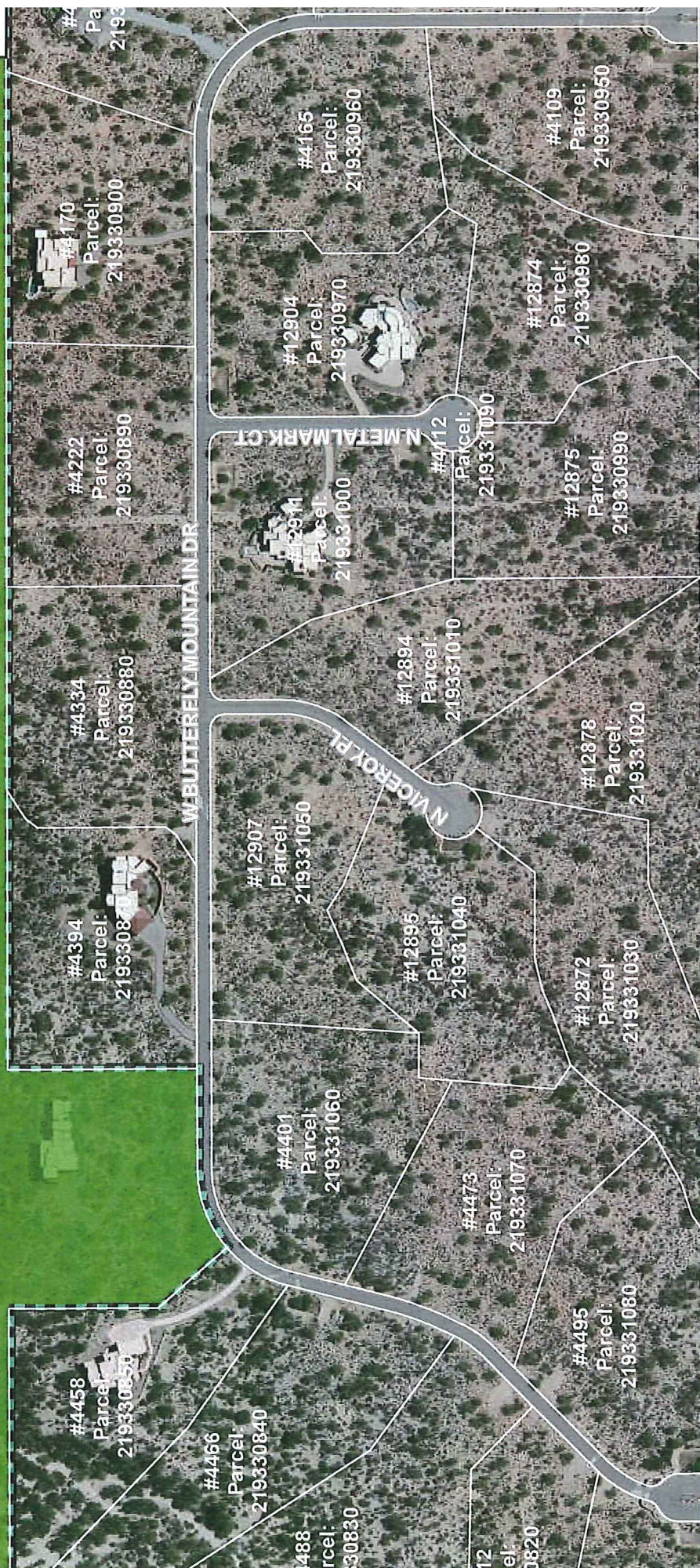
7.B.a

Legend

Butterfly

Stri
STI

Attachment: Butterfly Mountain- Public Hearing (2016-44 : Public Hearing- Butterfly Mountain Annexation)



W MOORE RD

N SONORAN PRESERVE BL

N LDFATHER RD

N DISTANT WASH DR

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Get swissinfo, and the GIS User Community

0 0.025 0.05 0.1 0.15 0.2 0.25 Miles

Miles

Packet Pg. 54



**PIMA COUNTY BOARD OF SUPERVISORS
DISTRICT 3**

130 WEST CONGRESS STREET, 11TH FLOOR
TUCSON, ARIZONA 85701-1317
(520) 724-8051
district3@pima.gov

**SHARON BRONSON
CHAIR**

March 31, 2016

George Carter, Chair
Northwest Fire District
5225 W. Massingale Road
Tucson, Arizona 85743

SUBJECT: Proposed Butterfly Mountain Annexation

Dear Chair Carter:

Pursuant to A.R.S. §48-262(A)(4), please be advised that Pima County has reviewed the above referenced boundary change/impact statement filed with the Clerk of the Board's Office, and submits the attached comments from the Pima County Attorney, Office of Emergency Management and Homeland Security, and comments previously supplied to you by the County Assessor on January 12, 2016.

If you have any questions or concerns, please contact the Pima County Clerk of the Board at 724-8449.

Sincerely,

A handwritten signature in dark ink that reads "Sharon Bronson". The signature is fluid and cursive, with the first name "Sharon" being more prominent than the last name "Bronson".

Sharon Bronson, Chair
Pima County Board of Supervisors

Attachments



MEMORANDUM

Pima County Attorney's Office

Civil Division

32 North Stone Ave, Suite 2100

Phone 520.740.5750 Fax 520.620.6556

To: Julie Castañeda, Deputy Clerk
Pima County Clerk of the Board's Office

From: Karen S. Friar, Deputy County Attorney *KSF*

Date: March 30, 2016

Subject: Northwest Fire District – Proposed Butterfly Mountain Annexation

I have reviewed the boundary change impact statement for the above proposed Fire District Annexation. The documents appear to be in proper form and meet the minimum requirements set forth in A.R.S. § 48-262.


I recommend that the Assessor's Office be contacted to review the legal description and map to assure that the correct legal description provided and that there is no overlap with existing districts.

MAR 31 16 PM 12:38 PC CLK OF BD
KSF

**PIMA COUNTY****EMERGENCY MANAGEMENT****MEMORANDUM**

Date: March 30, 2016

To: Julie Castañeda, Deputy Clerk
Clerk of the Board's Office

From: Jeff Guthrie, Director 
Office of Emergency Management

Re: Northwest Fire District –
butterfly Mountain Annexation

Pima County Office of Emergency Management has reviewed the impact statement for the Butterfly Mountain Annexation proposed by Northwest Fire District. Based on the map provided, there appears to be no critical infrastructures within the annexation boundaries. Fire and rescue services will be provided by Northwest Fire District.

Pima County Office of Emergency Management staff determined that fire protection and emergency medical service for the proposed area will adequately support public health and safety. Please let me know if you have any questions.

JG:gm

Office of the Pima County Assessor

240 N Stone Ave
Tucson, Arizona 85701

Bill Staples
Assessor

Lon Berg
Chief Deputy

01/12/2016

Heather D'Amico, Secretary III
Northwest Fire District

ATTN: Heather

RE: Northwest FD.
Proposed Northwest F.D. – Butterfly Mountain Annexation

DOR STATUS	
Pending:	<input checked="" type="checkbox"/>
DOR Letter Received:	<input type="checkbox"/>
DOR#: N/A	

Please be advised that the data submitted for the above referenced annexation has been reviewed and we find the following:

- ☐ The information provided is sufficient and in compliance with A.R.S. Title 9
- ☒ The information provided is sufficient and in compliance with A.R.S. Title 48
- ☐ The proposed legal description and/or proposed annexation map is missing.
- ☐ The proposed annexation map is not represented by the proposed legal description
- ☐ The proposed legal description does not close or is inconsistent.
- ☐ The proposed annexation map is incomplete; the relationship between the current district boundary and the proposed annexation area do not appear on the map.
- ☐ The proposed annexation will create an island.
- ☐ The proposed annexation area is not contiguous with the current jurisdictional boundary.
- ☐ Proposed "single parcel" annexation contains multiple parcels with a single owner.
(A.R.S. 48-262(H))
- ☐ Other/Comments:

If you should have any questions or should need any further assistance, please give me a call.

Sincerely,

Diana Liosatos
Property Technician, Sr.
Pima County Assessors Office

cc: file

BOUNDARY CHANGE IMPACT STATEMENT FOR THE NORTHWEST FIRE DISTRICT

REFERENCE: BUTTERFLY MOUNTAIN ANNEXATION

Pursuant to Arizona Revised Statutes § 48-262, the undersigned submits the following Boundary Change impact Statement for the proposed annexation of territory to the Northwest Fire District:

1. The Description of Boundaries:

The area proposed to be annexed into the Northwest Fire District, (BUTTERFLY MOUNTAIN ANNEXATION) consists of: see legal description of the BUTTERFLY MOUNTAIN ANNEXATION attached as Exhibit "A" hereto, a detailed accurate map of BUTTERFLY MOUNTAIN attached as Exhibit "B" hereto, and a detailed list of taxable properties provided by the Assessor attached as Exhibit "C".

2. Estimate of Assessed Valuation in the BUTTERFLY MOUNTAIN ANNEXATION:

Total: \$922,044

3. Estimate of Change in the Tax Rate of the Northwest Fire District:

If the annexation is accomplished, it is estimated that the tax rate of the Northwest Fire District would decrease by \$0.0024. This estimate is based upon the assumption that the Northwest Fire District does not need any additional personnel and/or equipment to service the BUTTERFLY MOUNTAIN ANNEXATION area. The calculation is based on the limited assessed valuation estimated by the Pima County Assessor's Office for the District's Fiscal Year 2016-2017 which is \$922,044 and the operating tax rate for 2016 Tax Year which is \$2.6086 per hundred dollars of limited assessed value. The estimated tax rate with the increase of \$922,044 in assessed value would be \$2.6062.

The Northwest Fire District also has a Bond Debt Service Tax Levy. The bond tax rate for the 2016 Tax Year is \$0.3052 the Bond tax rate after the annexation would decrease by \$0.0003 to \$0.3049. Taxes from this annexation would be due no sooner than 2017.

4. Estimate of the Change in the Property Tax Liability:

- A. Typical resident of a portion of the District not in the area proposed to be annexed. If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical resident of a portion of the District not in the area of the proposed change is as follows: (calculations based upon the property located in Township 12, Range 12E, Section 1, parcel 216-03-0150 at 5010 W. Camino de Manana with a 2016 limited assessed value of \$24,884)

1. Before the proposed change, the fire district tax collected by Pima County for Fiscal Year 2016-2017 is calculated at \$2.6086 per hundred dollars of the 2016 limited assessed value of \$24,884 or the sum of \$649.00; the Bond Debt Service Tax Rate is calculated at \$0.3052 per hundred dollars of the 2016 limited value and the Bond Debt Service Tax is \$76.00.
 2. After the proposed change, the Fire District tax is estimated to be at \$2.6062 per hundred dollars of limited assessed value or the sum of \$649.00; the Bond Debt Service Tax Rate is estimated to be \$0.3049 and the Bond Debt Service Tax is estimated to be about \$76.00.
- B. Typical property in the BUTTERFLY MOUNTAIN ANNEXATION: If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical property owner within the area is as follows (calculations based upon Township 11, Range 13E, Section 30, parcel 219-33-0810 at 4528 W. Butterfly Mountain Drive with a 2016 limited assessed value of \$20,250):
1. Before the proposed change, the resident would not be subject to the Northwest Fire District Tax.
 2. After the proposed change, the fire district tax is estimated to be \$2.6062 per hundred dollars of limited assessed value or the sum of \$528.00. The estimated Bond Debt Service Tax Rate would be \$0.3049 and the Bond Debt Service Tax is estimated to be \$62.00.

5. Benefits to be derived from the Proposed Annexation:

The proposed annexation would provide the following benefits to the property owners of the BUTTERFLY MOUNTAIN ANNEXATION and to the remainder of the District:

- A. Benefits to be obtained by the property owners of the area proposed to be annexed:
1. Property owners will secure fire and paramedic services.
 2. The area to be annexed will be subject to the 2006 International Fire Code which has been adopted by the Northwest Fire District and the staff of the Northwest Fire District will enforce the 2006 International Fire Code for the protection of all residents in the area.
 3. Annexation into the Northwest Fire District will result in fire protection services that may result in a lower commercial and residential fire insurance rate. The rating could result in substantially lowered costs

of fire insurance premiums for all residences and businesses in the area.

4. The Governing Board of the Northwest Fire District is elected by the residents of the Northwest Fire District; therefore, residents will have a direct vote for the election of fire district governing board members and a voice in the type and manner of fire protection services provided for the entire district.

B. The benefits to the existing residents of the Northwest Fire District:

1. The tax base of the Northwest Fire District will be increased by \$922,044.
2. Residents will receive direct benefit from the additional tax base.
3. This will result in a broader tax base that will allow additional revenues be used to offset current fire and emergency medical services.

6. **Injuries that will Result from the Proposed Annexation:**

As a result of the proposed annexation, some of the injuries that will result are as follows:

- A. There will be an increase in the property taxes that the property owners of the to-be-annexed area will have to pay. The property of the newly annexed area will be subject to the fire district taxes assessed by the Northwest Fire District. In addition, the newly annexed property would be subject to an additional assessment for debit service payments for \$34 million in bonds for facilities approved by District voters in November, 2004.
- B. The Northwest Fire District is a governmental entity that could be subjected to potential liability during the performance of its functions and should this occur, the tax rate of the Northwest Fire District could have to be increased to pay for any such liability incurred by the District. The Northwest Fire District maintains liability insurance in an amount believed to be adequate and the Board believes the likelihood of a tax increase due to liability of this type to be extremely remote.

Dated this 22nd day of March, 2016.

Clerk of the Board, Tim Clayton

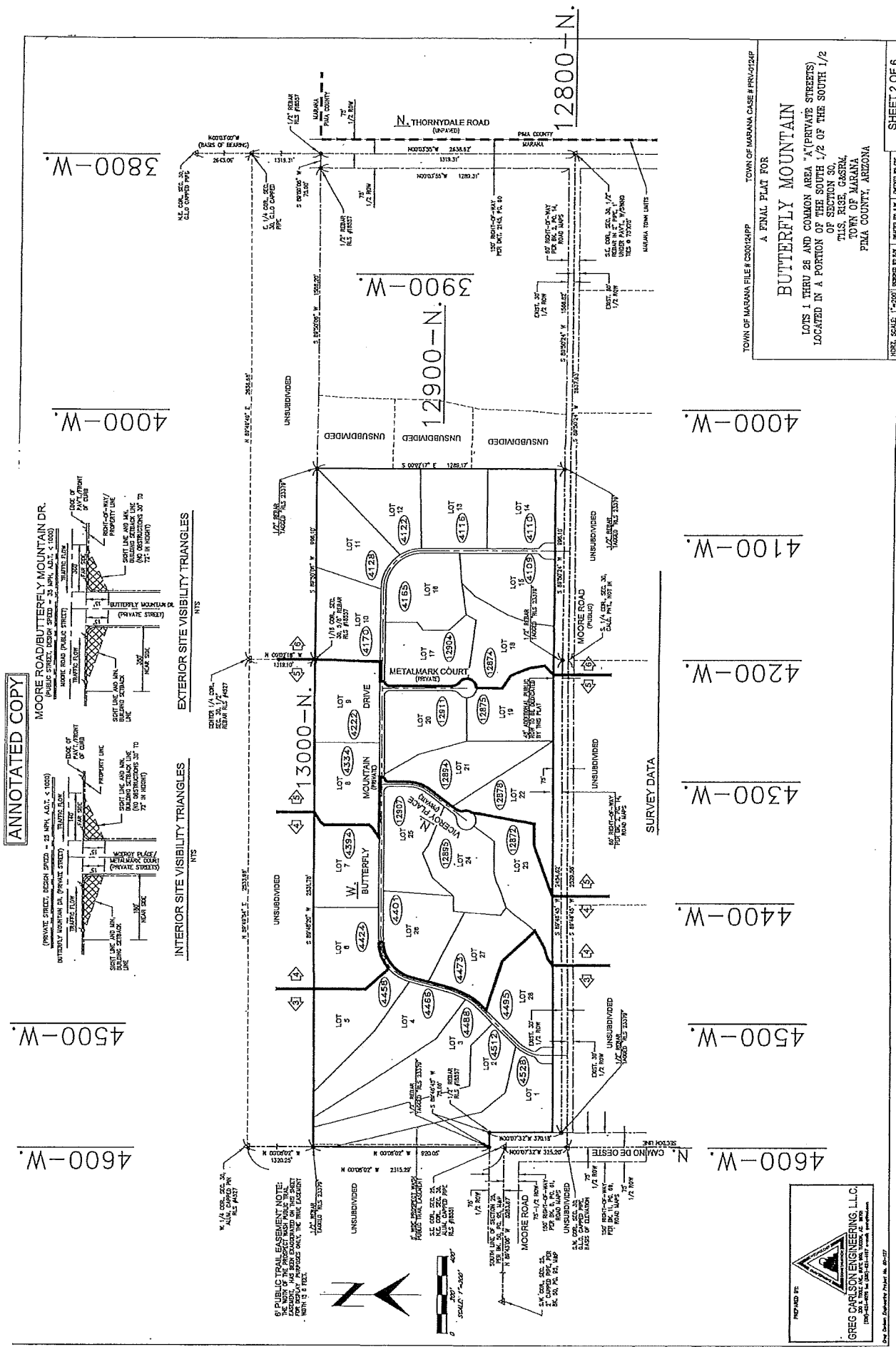
LOST WELLS -TEAL BLUE TRAIL Annexation
 Boundary Change Impact Statement
 Page 4 of 4

BUTTERFLY MOUNTAIN ANNEXATION
 COST IMPACT CALCULATIONS
 ANNEXATION REVENUE PROJECTIONS

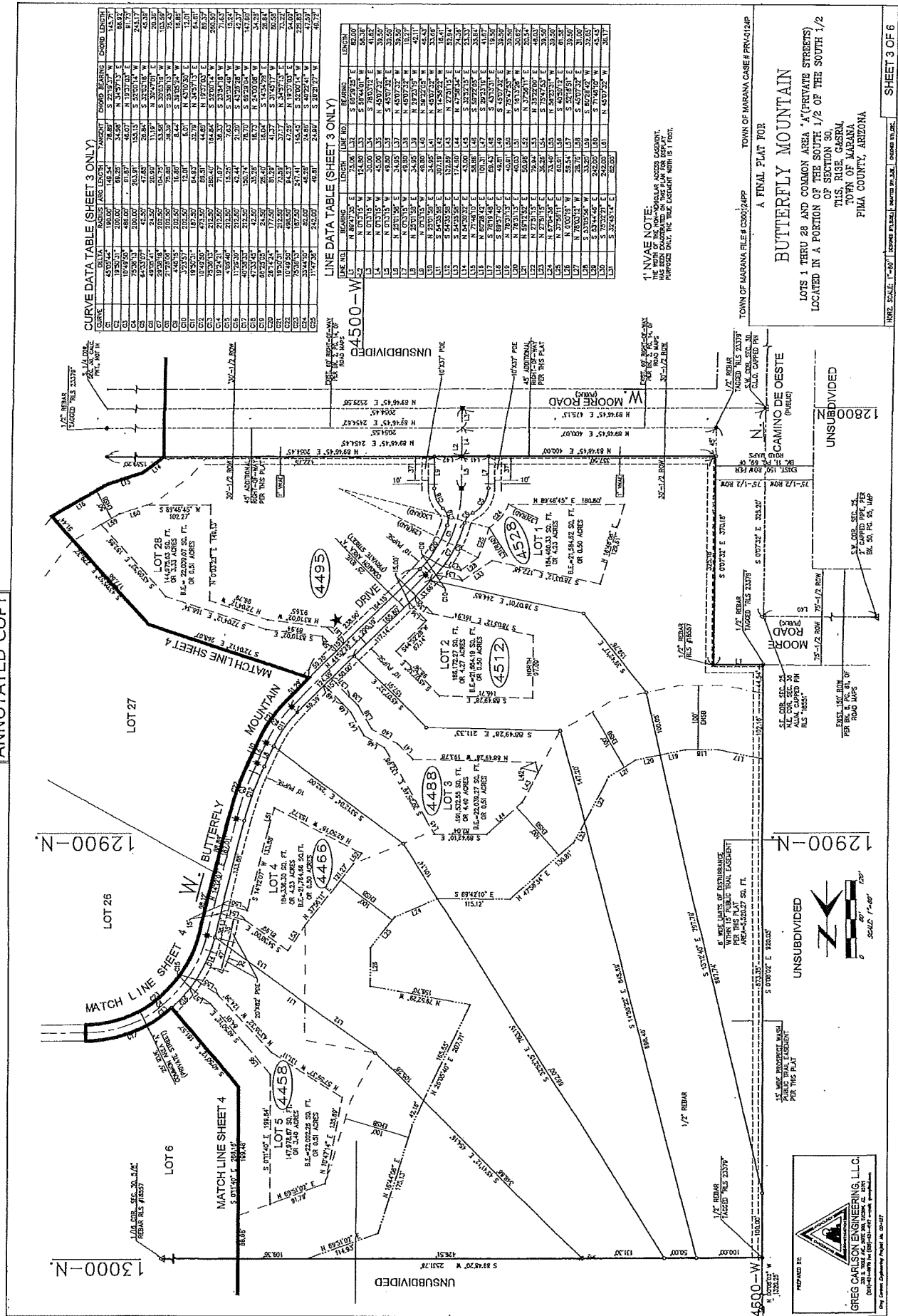
2016 Assessed Valuation	2016-2017 Adjusted Tax Rate/100	Revenue *
\$922,044	\$2.6086	\$24,052 Operating
\$922,044	\$.3052	\$2,814 Bond Levy

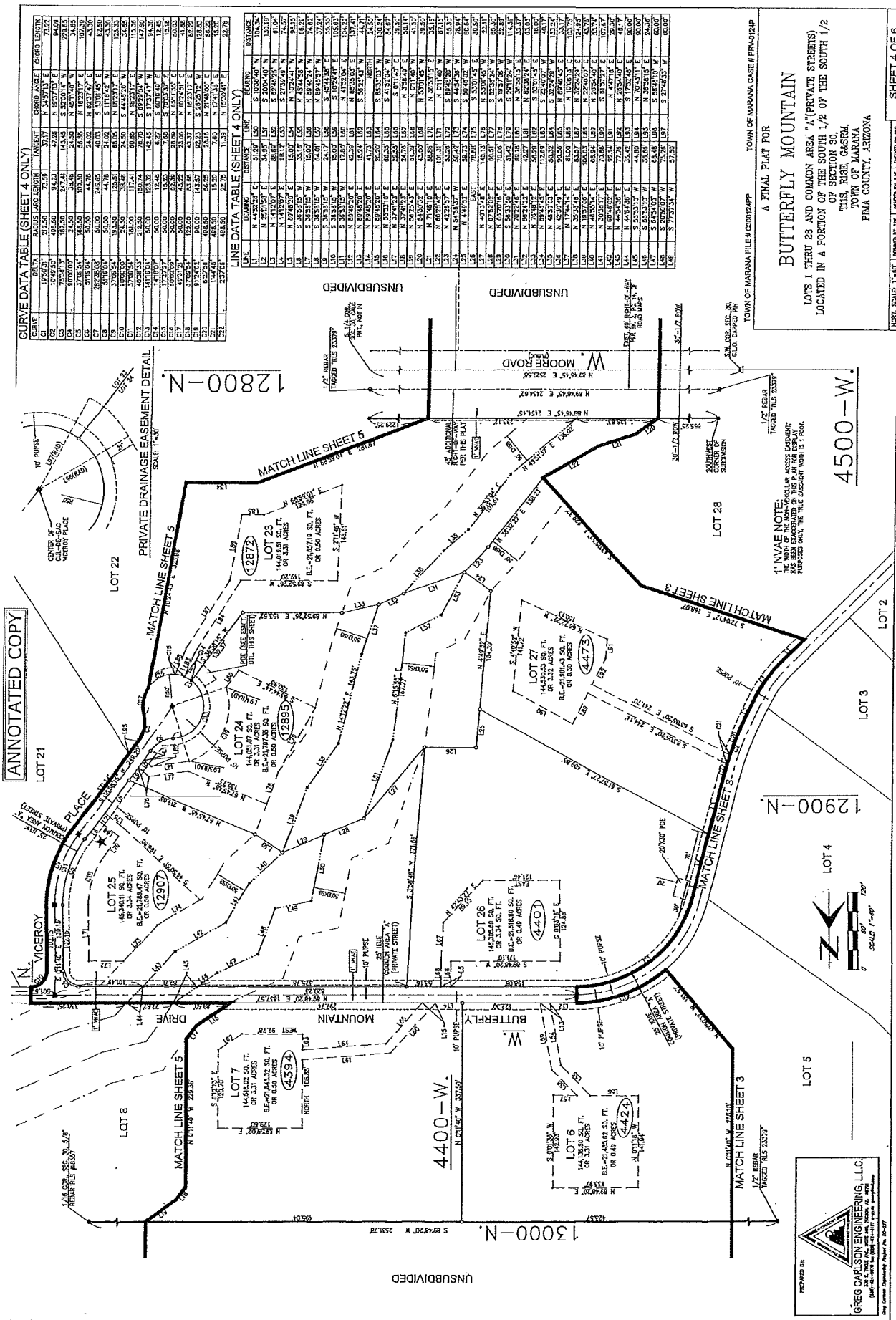
*The earliest revenue from this annexation area could be received is in Fiscal Year 2016-2017.

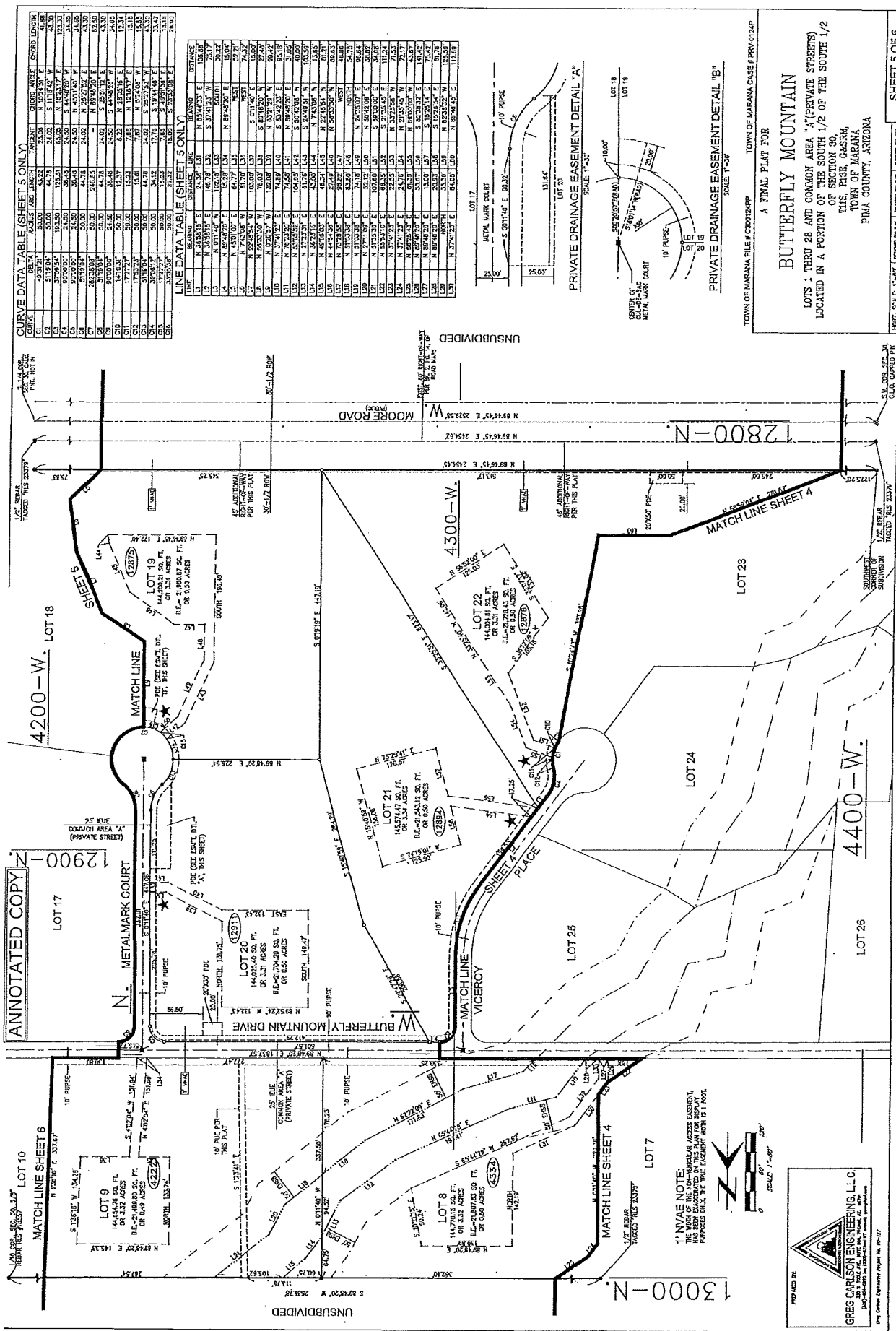
EXHIBIT "A"
[Legal Description]



ANNOTATED COPY







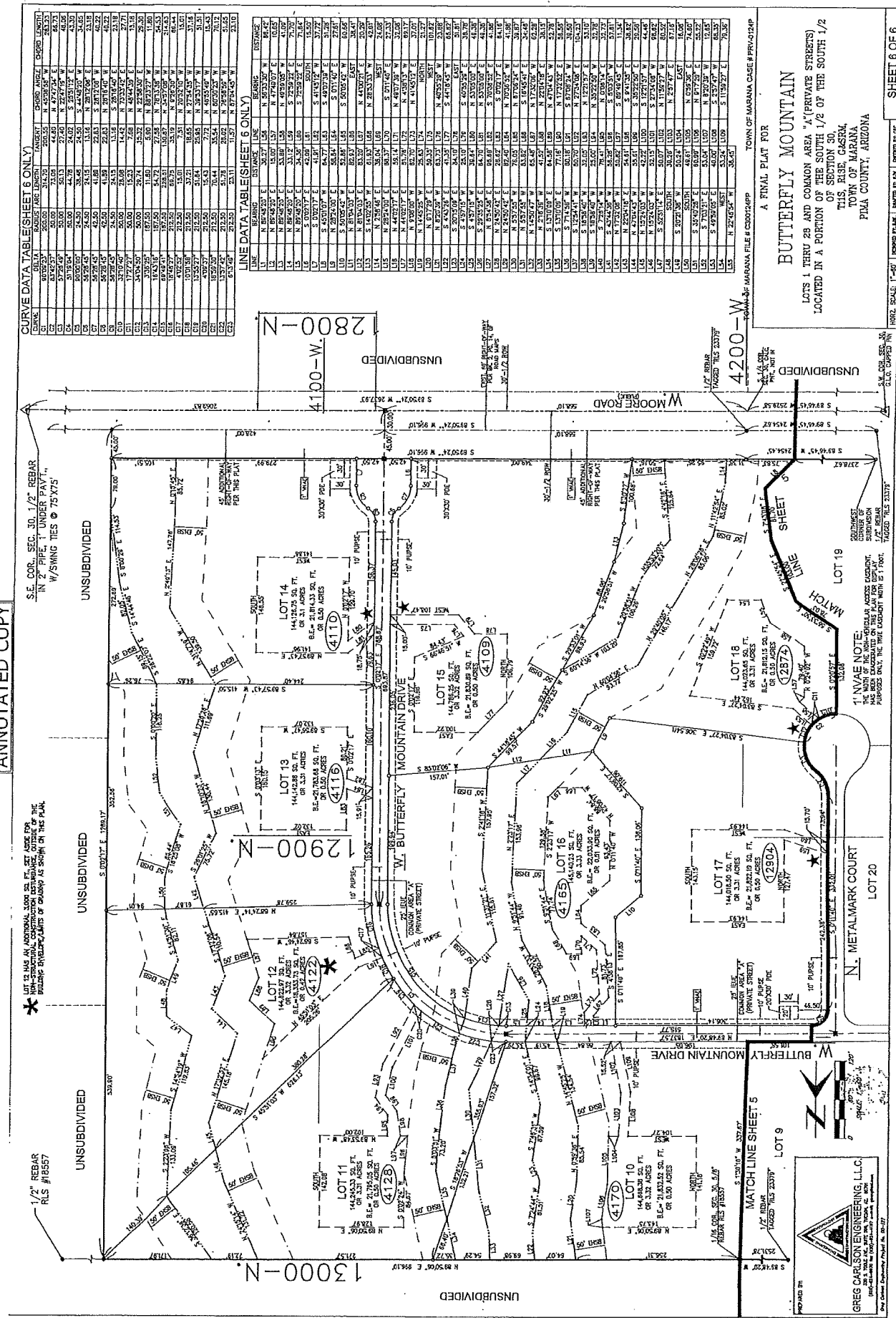


EXHIBIT "B"
[Map of Butterfly Mountain]

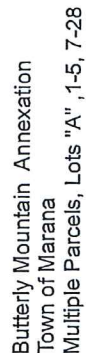


EXHIBIT "C"
[List of Taxable Properties]

2016 - NWFD BUTTERFLY MOUNTAIN

Owner Name and Mailing

Parcel	Mail1	Mail2	Mail3	Mail4	Mail5	Zip
219330810	VIEW TR	ATTN: JANET SHEEN TR	11661 SAN VICENTE BLVD STE 1000	LOS ANGELES CA	NULL	90049 5118
219330820	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739 9524
219330830	STREICH MARK & DIANE CP/RS	12976 N OCOTILLO BLUFF PL	MARANA AZ	NULL	NULL	85658 4248
219330840	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	85739 9524
219330850	PEIL WILLIAM JOHN LIVING TR & PEIL LINDA	E LIVING TR	PO BOX 91853	TUCSON AZ	NULL	85752 1853
219330860	GRANT CHARLES R & ROBIN M	PO BOX 126	ZIONHILL PA	NULL	NULL	18981 126
219330870	MAYERSJOHN MICHAEL & SALLY LIVING TR	4394 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658 4515
219330880	SPANISH TRAIL HOLDINGS LLC	2733 N POWER RD STE 102 PMB 270	MESA AZ	NULL	NULL	85215 1883
219330890	AUNE CARL & DIANE FAMILY TR	4074 N BOULDER CANYON PL	TUCSON AZ	NULL	NULL	85750 6911
219330900	JARSKI WILLIAM ANDREW LIVING TR & JARSKI	HEATHER ANNE TR	PO BOX 69952	ORO VALLEY AZ	NULL	85737 24
219330910	HENDERSON PHYLLIS I & SALMOND WILLIAM E JT/RS	4128 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658 4516
219330920	JACOBS LEE & RACHEL CP/RS	4122 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658 4516
219330930	KAMP PHILIP H & NANCY J CP/RS	1830 W ERIE ST	CHICAGO IL	NULL	NULL	60622 5519
219330940	MEYERS-MELNYKOVYCH-MEYERS REVOC TR	ATTN: GARY L MEYERS & CHRISTINA	MELNYKOVYCH-MEYERS TR	11156 N DIVOT DR	TUCSON AZ	85737 7232
219330950	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ	NULL	NULL	85739 9524
219330960	WADLEIGH JOHN MARTIN & NANCY JEANNE CP/RS	12411 N MOUNT BIGELOW RD	ORO VALLEY AZ	NULL	NULL	85755 1825
219330970	MYERS FAMILY REVOC TR	ATTN: GREGORY T & JENNE G MYERS TR	12904 N METALMARK CT	MARANA AZ	NULL	85658 4518
219330980	CLARKSON FREDRICH A & LINDA K CP/RS	PO BOX 69774	TUCSON AZ	NULL	NULL	85737 21
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219331080	KOISTINEN JEFF	4495 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658 4513
219331090	BUTTERFLY MOUNTAIN HOA	10645 N ORACLE RD STE 121 PMB 285	ORO VALLEY AZ	NULL	NULL	85737 9388

2016 - NWFD BUTTERFLY MOUNTAIN

Situs Address

Parcel	Address
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219330930	4116 W BUTTERFLY MOUNTAIN DR
219330940	4110 W BUTTERFLY MOUNTAIN DR
219330950	4109 W BUTTERFLY MOUNTAIN DR
219330960	4165 W BUTTERFLY MOUNTAIN DR
219330970	12904 N METALMARK CT
219330980	12874 N METALMARK CT
219330990	12875 N METALMARK CT
219331000	12911 N METALMARK CT
219331010	12894 N VICEROY PL
219331020	12878 N VICEROY PL
219331030	12872 N VICEROY PL
219331040	12895 N VICEROY PL
219331050	12907 N VICEROY PL
219331060	4401 W BUTTERFLY MOUNTAIN DR
219331070	4473 W BUTTERFLY MOUNTAIN DR
219331080	4495 W BUTTERFLY MOUNTAIN DR
219331090	4112 W MOORE RD

Values

Parcel	AssessmentType	ValueType	TotalValue	TotalAssessed	TotalExempts	NetTaxable
219330810	Locally Valued	Limited Values	135000	20250	0	20250
219330820	Locally Valued	Limited Values	120000	18000	0	18000
219330830	Locally Valued	Limited Values	120000	18000	0	18000
219330840	Locally Valued	Limited Values	120000	18000	0	18000
219330850	Locally Valued	Limited Values	561972	56197	0	56197
219330870	Locally Valued	Limited Values	805053	80505	0	80505
219330880	Locally Valued	Limited Values	135000	20250	0	20250
219330890	Locally Valued	Limited Values	135000	20250	0	20250
219330900	Locally Valued	Limited Values	600044	60004	0	60004
219330910	Locally Valued	Limited Values	700537	70054	0	70054
219330920	Locally Valued	Limited Values	641320	64132	0	64132
219330930	Locally Valued	Limited Values	120000	18000	0	18000
219330940	Locally Valued	Limited Values	135000	20250	0	20250
219330950	Locally Valued	Limited Values	120000	18000	0	18000
219330960	Locally Valued	Limited Values	135000	20250	0	20250
219330970	Locally Valued	Limited Values	674934	67493	0	67493
219330980	Locally Valued	Limited Values	135000	20250	0	20250
219330990	Locally Valued	Limited Values	120000	18000	0	18000
219331000	Locally Valued	Limited Values	670484	67048	0	67048
219331010	Locally Valued	Limited Values	552107	55211	0	55211
219331020	Locally Valued	Limited Values	120000	18000	0	18000
219331030	Locally Valued	Limited Values	120000	18000	0	18000
219331040	Locally Valued	Limited Values	120000	18000	0	18000
219331050	Locally Valued	Limited Values	120000	18000	0	18000
219331060	Locally Valued	Limited Values	120000	18000	0	18000
219331070	Locally Valued	Limited Values	120000	18000	0	18000
219331080	Locally Valued	Limited Values	638496	63850	0	63850
219331090	Locally Valued	Limited Values	500	50	0	50

922044

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-45**

Date: April 12, 2016
To: Governing Board
From: Brian Keeley,
Type of Action: Formal Action/Motion
Agenda Item: Discussion and Possible Action Approving the Butterfly Mountain Annexation Boundary Change Impact Statement for the Annexation of an Area Located North of Moore Road and West of Thornydale Road; and Authorization of Circulation of Petitions

RECOMMENDATION:

Consider the input from the Public Hearing and staff presentation regarding the Butterfly Mountain Annexation Boundary Change Impact Statement and authorize the circulation of petitions.

MOTION:

Move to accept the Butterfly Mountain Boundary Change Impact Statement and authorize the passing of petitions

DISCUSSION:

The Northwest Fire District (NWFD) has received a request, by Northwest Management (representatives of the Butterfly Mountain HOA), to annex this subdivision into the District. This area has been without dedicated fire and medical services.

This area is located north of Moore Road and west of Thornydale Road and encompasses 28 parcels. The neighborhood would receive services from Station 339 at 12095 N. Thornydale Road. The District would not need to add any additional resources in order to provide services to this region.

FISCAL IMPACT:

The 2016 Limited Assessed Value of the properties is \$922,044; the estimated taxes from a potential annexation of the neighborhood would be \$24,052.

Petition processes have fees for advertising, land surveys, mailing campaigns and other associated costs. When the petition process is completed, there will be recording and voter roll fees paid to Pima County as well.

ALTERNATIVES:

The Governing Board may elect to not pursue annexation of the area.

Memorandum 2016-45

Meeting of April 12, 2016

ATTACHMENTS:

- Butterfly Mountain BCIS (PDF)

BOUNDARY CHANGE IMPACT STATEMENT FOR THE NORTHWEST FIRE DISTRICT

REFERENCE: BUTTERFLY MOUNTAIN ANNEXATION

Pursuant to Arizona Revised Statutes § 48-262, the undersigned submits the following Boundary Change impact Statement for the proposed annexation of territory to the Northwest Fire District:

1. The Description of Boundaries:

The area proposed to be annexed into the Northwest Fire District, (BUTTERFLY MOUNTAIN ANNEXATION) consists of: see legal description of the BUTTERFLY MOUNTAIN ANNEXATION attached as Exhibit "A" hereto, a detailed accurate map of BUTTERFLY MOUNTAIN attached as Exhibit "B" hereto, and a detailed list of taxable properties provided by the Assessor attached as Exhibit "C".

2. Estimate of Assessed Valuation in the BUTTERFLY MOUNTAIN ANNEXATION:

Total: \$922,044

3. Estimate of Change in the Tax Rate of the Northwest Fire District:

If the annexation is accomplished, it is estimated that the tax rate of the Northwest Fire District would decrease by \$0.0024. This estimate is based upon the assumption that the Northwest Fire District does not need any additional personnel and/or equipment to service the BUTTERFLY MOUNTAIN ANNEXATION area. The calculation is based on the limited assessed valuation estimated by the Pima County Assessor's Office for the District's Fiscal Year 2016-2017 which is \$922,044 and the operating tax rate for 2016 Tax Year which is \$2.6086 per hundred dollars of limited assessed value. The estimated tax rate with the increase of \$922,044 in assessed value would be \$2.6062.

The Northwest Fire District also has a Bond Debt Service Tax Levy. The bond tax rate for the 2016 Tax Year is \$0.3052 the Bond tax rate after the annexation would decrease by \$0.0003 to \$0.3049. Taxes from this annexation would be due no sooner than 2017.

4. Estimate of the Change in the Property Tax Liability:

- A. Typical resident of a portion of the District not in the area proposed to be annexed. If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical resident of a portion of the District not in the area of the proposed change is as follows: (calculations based upon the property located in Township 12, Range 12E, Section 1, parcel 216-03-0150 at 5010 W. Camino de Manana with a 2016 limited assessed value of \$24,884)

1. Before the proposed change, the fire district tax collected by Pima County for Fiscal Year 2016-2017 is calculated at \$2.6086 per hundred dollars of the 2016 limited assessed value of \$24,884 or the sum of \$649.00; the Bond Debt Service Tax Rate is calculated at \$0.3052 per hundred dollars of the 2016 limited value and the Bond Debt Service Tax is \$76.00.
 2. After the proposed change, the Fire District tax is estimated to be at \$2.6062 per hundred dollars of limited assessed value or the sum of \$649.00; the Bond Debt Service Tax Rate is estimated to be \$0.3049 and the Bond Debt Service Tax is estimated to be about \$76.00.
- B. Typical property in the BUTTERFLY MOUNTAIN ANNEXATION: If the annexation were to be accomplished, an estimate of the change in the property tax liability of a typical property owner within the area is as follows (calculations based upon Township 11, Range 13E, Section 30, parcel 219-33-0810 at 4528 W. Butterfly Mountain Drive with a 2016 limited assessed value of \$20,250):
1. Before the proposed change, the resident would not be subject to the Northwest Fire District Tax.
 2. After the proposed change, the fire district tax is estimated to be \$2.6062 per hundred dollars of limited assessed value or the sum of \$528.00. The estimated Bond Debt Service Tax Rate would be \$0.3049 and the Bond Debt Service Tax is estimated to be \$62.00.

5. Benefits to be derived from the Proposed Annexation:

The proposed annexation would provide the following benefits to the property owners of the BUTTERFLY MOUNTAIN ANNEXATION and to the remainder of the District:

- A. Benefits to be obtained by the property owners of the area proposed to be annexed:
1. Property owners will secure fire and paramedic services.
 2. The area to be annexed will be subject to the 2006 International Fire Code which has been adopted by the Northwest Fire District and the staff of the Northwest Fire District will enforce the 2006 International Fire Code for the protection of all residents in the area.
 3. Annexation into the Northwest Fire District will result in fire protection services that may result in a lower commercial and residential fire insurance rate. The rating could result in substantially lowered costs

of fire insurance premiums for all residences and businesses in the area.

4. The Governing Board of the Northwest Fire District is elected by the residents of the Northwest Fire District; therefore, residents will have a direct vote for the election of fire district governing board members and a voice in the type and manner of fire protection services provided for the entire district.

B. The benefits to the existing residents of the Northwest Fire District:

1. The tax base of the Northwest Fire District will be increased by \$922,044.
2. Residents will receive direct benefit from the additional tax base.
3. This will result in a broader tax base that will allow additional revenues be used to offset current fire and emergency medical services.

6. **Injuries that will Result from the Proposed Annexation:**

As a result of the proposed annexation, some of the injuries that will result are as follows:

- A. There will be an increase in the property taxes that the property owners of the to-be-annexed area will have to pay. The property of the newly annexed area will be subject to the fire district taxes assessed by the Northwest Fire District. In addition, the newly annexed property would be subject to an additional assessment for debit service payments for \$34 million in bonds for facilities approved by District voters in November, 2004.
- B. The Northwest Fire District is a governmental entity that could be subjected to potential liability during the performance of its functions and should this occur, the tax rate of the Northwest Fire District could have to be increased to pay for any such liability incurred by the District. The Northwest Fire District maintains liability insurance in an amount believed to be adequate and the Board believes the likelihood of a tax increase due to liability of this type to be extremely remote.

Dated this 22nd day of March, 2016.

Clerk of the Board, Tim Clayton

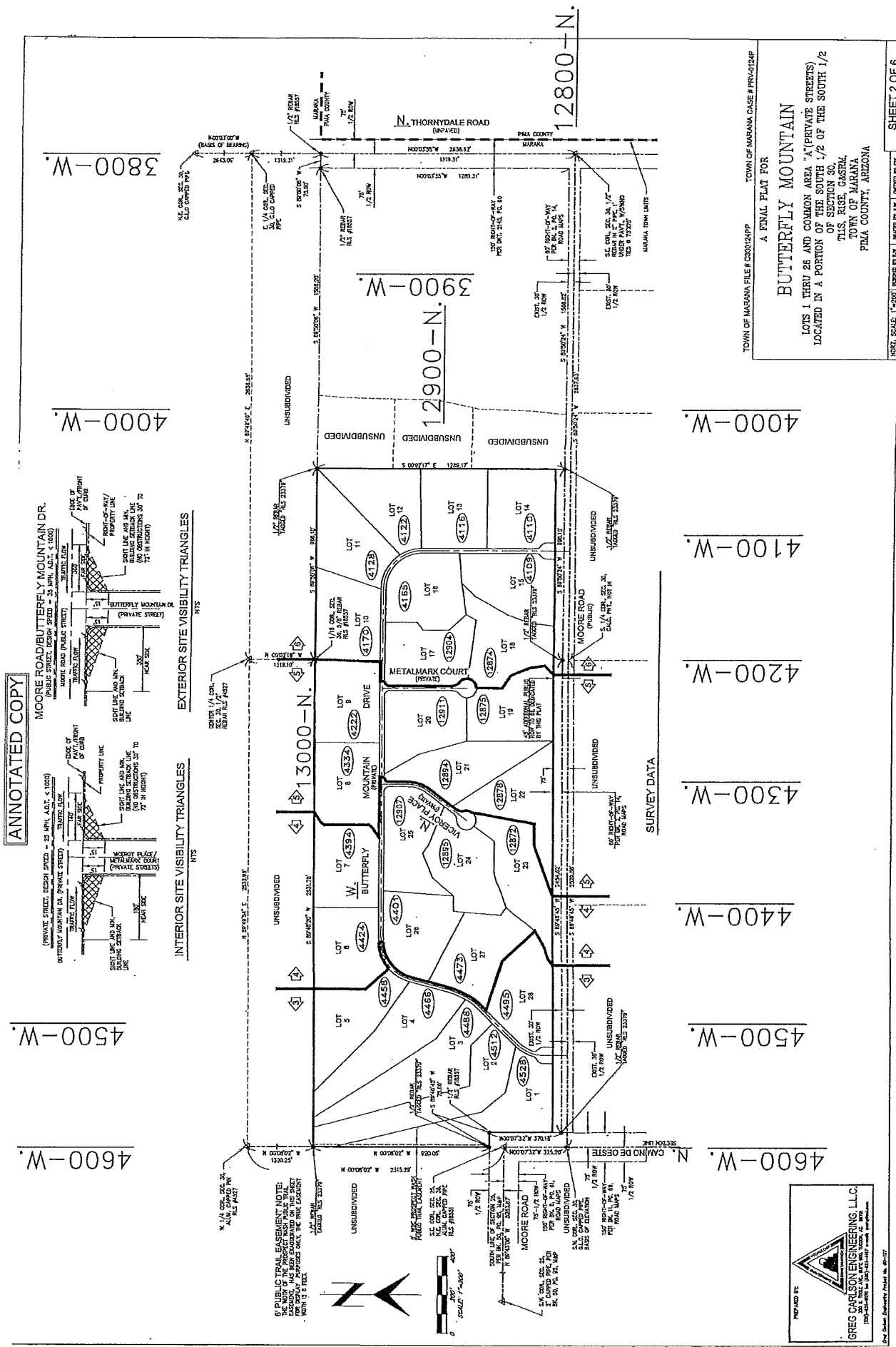
LOST WELLS -TEAL BLUE TRAIL Annexation
 Boundary Change Impact Statement
 Page 4 of 4

BUTTERFLY MOUNTAIN ANNEXATION
 COST IMPACT CALCULATIONS
 ANNEXATION REVENUE PROJECTIONS

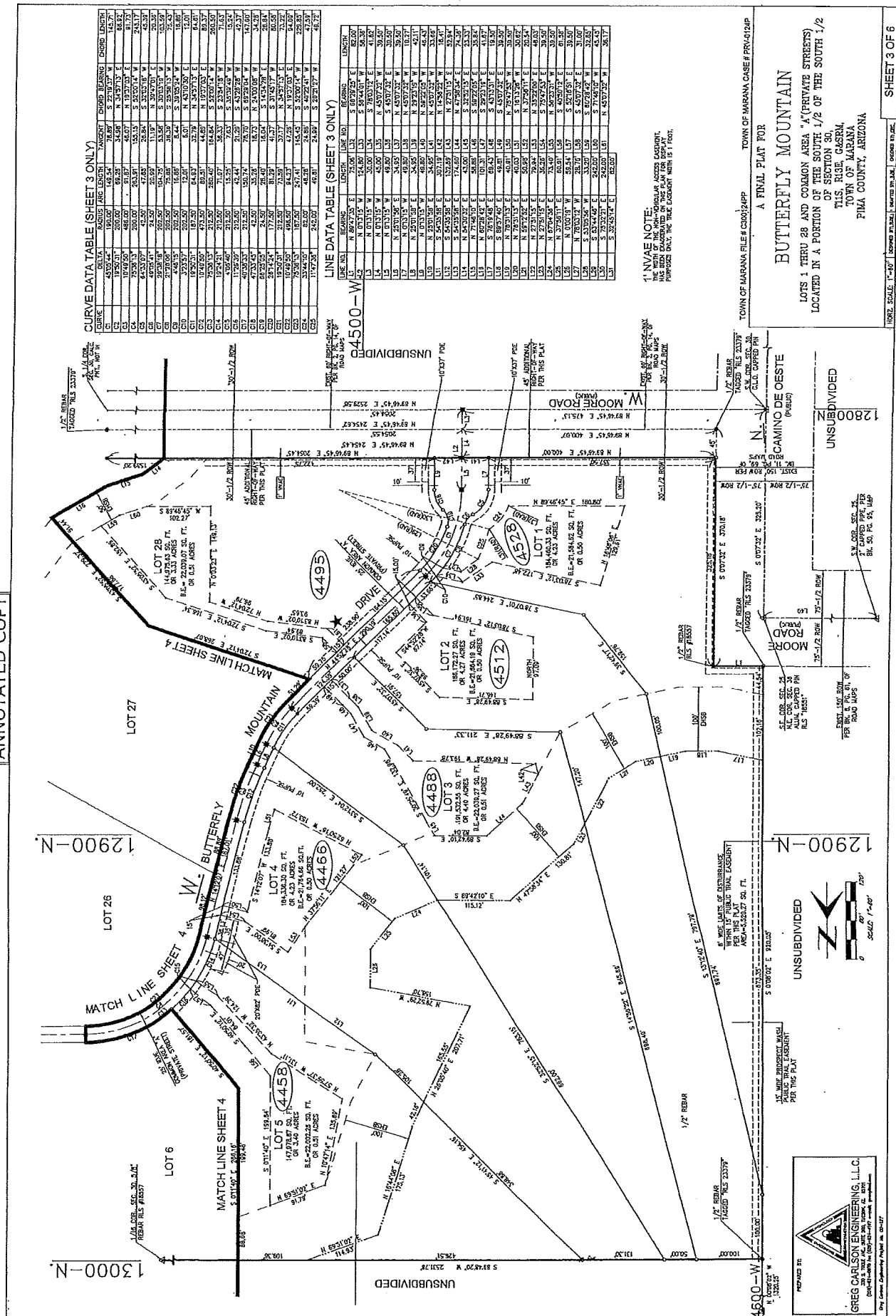
2016 Assessed Valuation	2016-2017 Adjusted Tax Rate/100	Revenue *
\$922,044	\$2.6086	\$24,052 Operating
\$922,044	\$.3052	\$2,814 Bond Levy

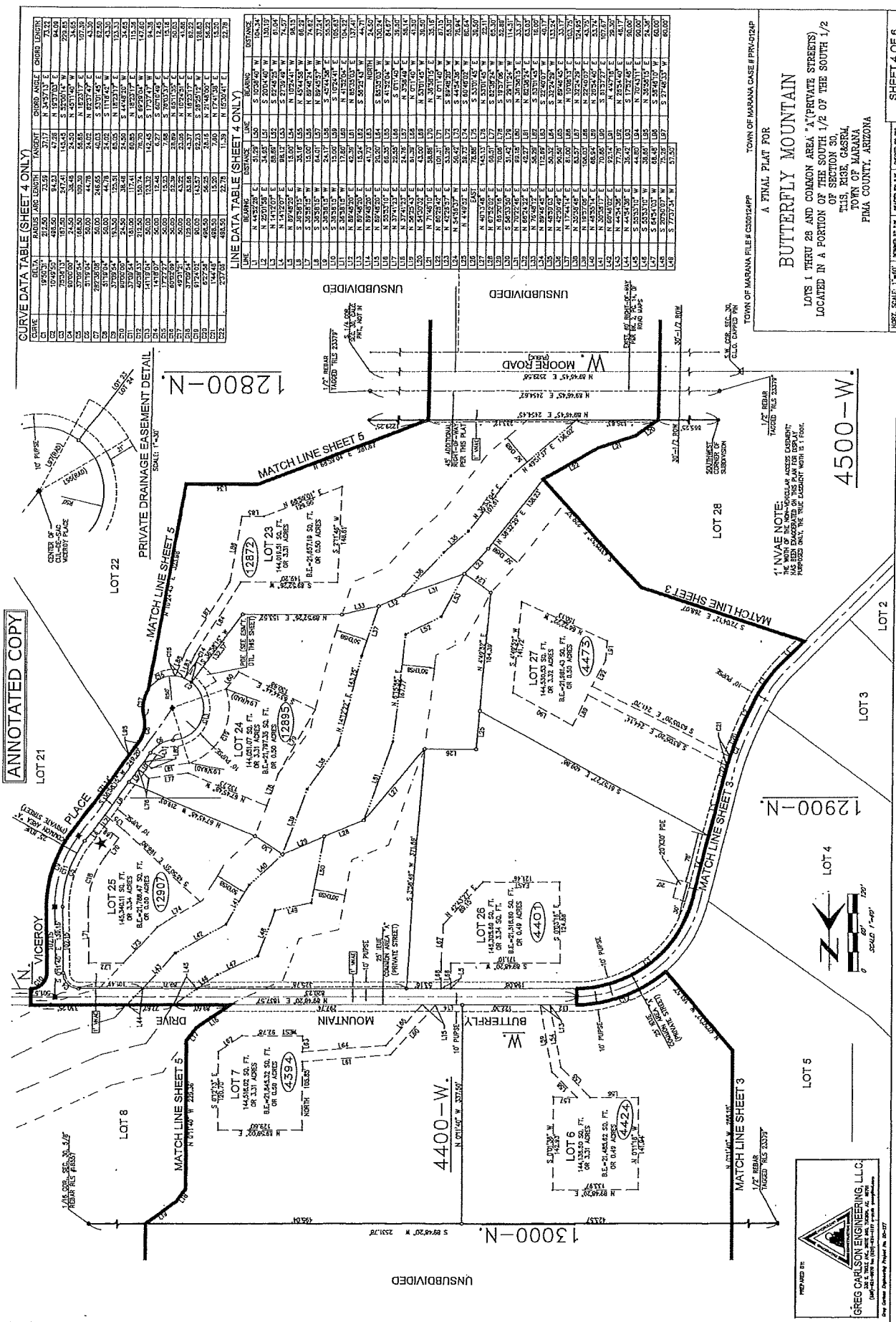
*The earliest revenue from this annexation area could be received is in Fiscal Year 2016-2017.

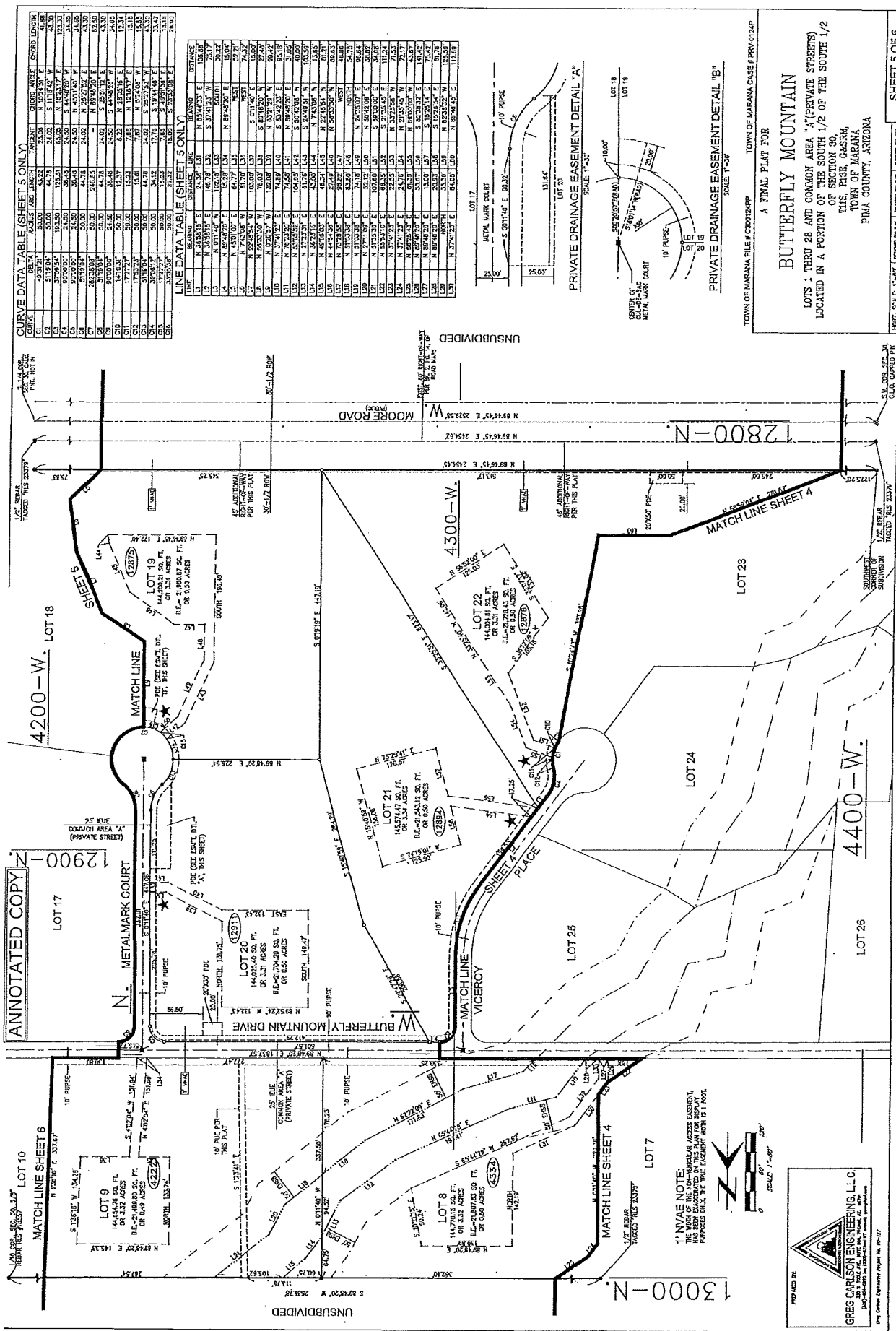
EXHIBIT "A"
[Legal Description]



ANNOTATED COPY







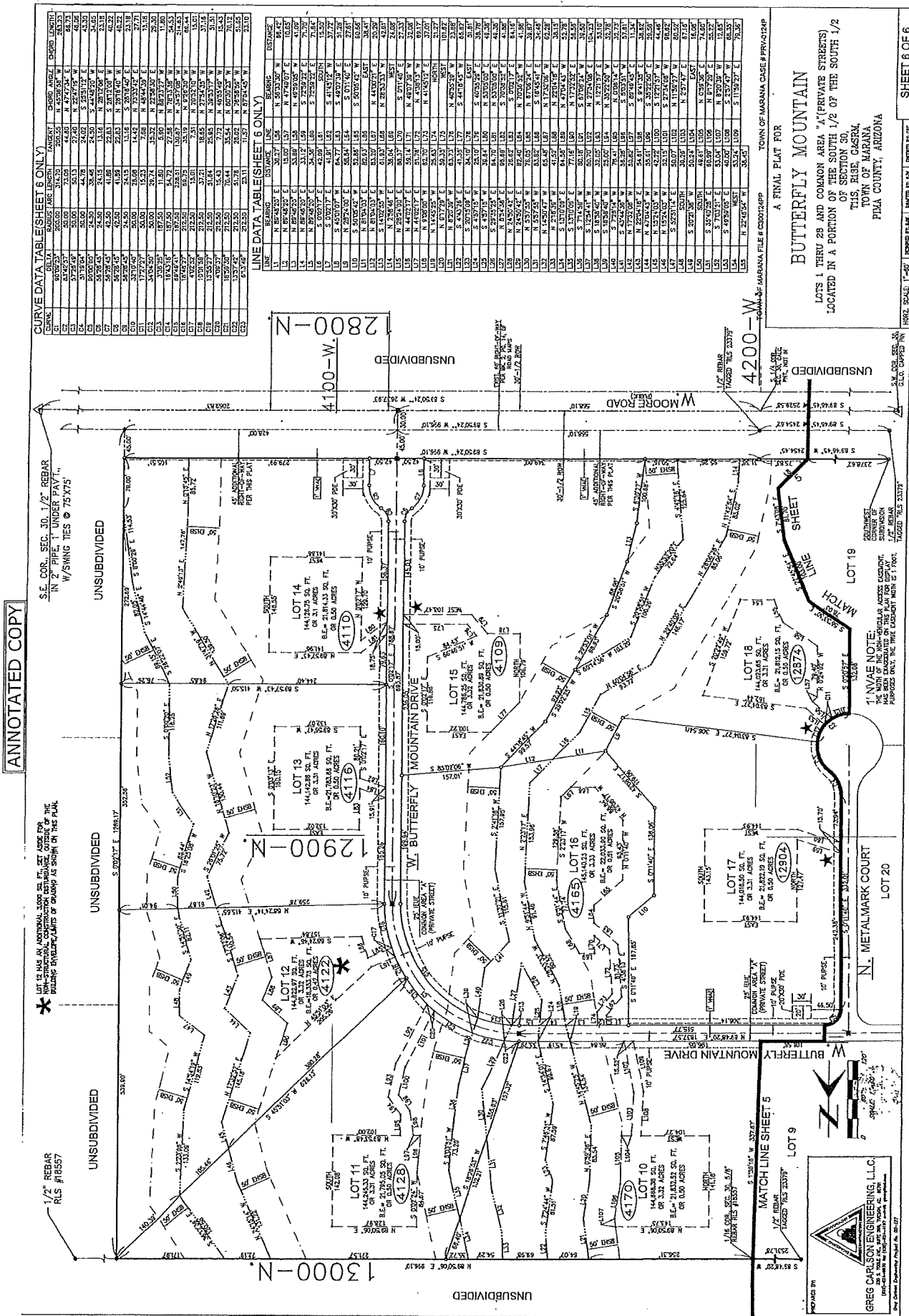


EXHIBIT "B"
[Map of Butterfly Mountain]



EXHIBIT "C"
[List of Taxable Properties]

2016 - NWFD BUTTERFLY MOUNTAIN

Owner Name and Mailing

Parcel	Mail1	Mail2	Mail3	Mail4	Mail5	Zip	Zip4
219330810	VIEW TR	ATTN: JANET SHEEN TR	11661 SAN VICENTE BLVD STE 1000	LOS ANGELES CA	NULL	90049	5118
219330820	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ		85739	9524
219330830	STREICH MARK & DIANE CP/RS	12976 N OCOTILLO BLUFF PL	MARANA AZ			85658	4248
219330840	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ		85739	9524
219330850	PEIL WILLIAM JOHN LIVING TR & PEIL LINDA	E LIVING TR	PO BOX 91853	TUCSON AZ	NULL	85752	1853
219330860	GRANT CHARLES R & ROBIN M	PO BOX 126	ZIONHILL PA			18981	126
219330870	MAYERSJOHN MICHAEL & SALLY LIVING TR	4394 W BUTTERFLY MOUNTAIN DR	MARANA AZ			85658	4515
219330880	SPANISH TRAIL HOLDINGS LLC	2733 N POWER RD STE 102 PMB 270	MESA AZ	NULL	NULL	85215	1883
219330890	AUNE CARL & DIANE FAMILY TR	4074 N BOULDER CANYON PL	TUCSON AZ			85750	6911
219330900	JARSKI WILLIAM ANDREW LIVING TR & JARSKI	HEATHER ANNE TR	PO BOX 69952	ORO VALLEY AZ		85737	24
219330910	HENDERSON PHYLLIS I & SALMOND WILLIAM E JT/RS	4128 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4516
219330920	JACOBS LEE & RACHEL CP/RS	4122 W BUTTERFLY MOUNTAIN DR	MARANA AZ	NULL	NULL	85658	4516
219330930	KAMP PHILIP H & NANCY J CP/RS	1830 W ERIE ST	CHICAGO IL			60622	5519
219330940	MEYERS-MELNYKOVYCH-MEYERS REVOC TR	ATTN: GARY L MEYERS & CHRISTINA	MELNYKOVYCH-MEYERS TR	11156 N DIVOT DR	TUCSON AZ	85737	7232
219330950	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ			85739	9524
219330960	WADLEIGH JOHN MARTIN & NANCY JEANNE CP/RS	12411 N MOUNT BIGELOW RD	ORO VALLEY AZ			85755	1825
219330970	MYERS FAMILY REVOC TR	ATTN: GREGORY T & JENNE G MYERS TR	12904 N METALMARK CT	MARANA AZ		85658	4518
219330980	CLARKSON FREDRICH A & LINDA K CP/RS	PO BOX 69774	TUCSON AZ			85737	21
219330990	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ			85739	9524
219331000	BLODGETT LIVING TR	ATTN: JERRY A & MARILYN L BLODGETT TR	12911 N METALMARK CT	MARANA AZ		85658	4518
219331010	LUNSFORD TOM & JANTINA FAMILY TR	10330 COMPASS CIR	ANCHORAGE AK			99515	2556
219331020	INSIGHT INVESTMENT CO PROFIT SHARING TR	ATTN: MICHAEL H JONES TR	3561 E SUNRISE DR STE 201	TUCSON AZ		85718	3228
219331030	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ			85739	9524
219331040	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ		85739	9524
219331050	DESERT DIRT LLC	ATTN: MYRTA L TOWNSEND	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ		85739	9524
219331060	ARIZONA MACHINE TOOL CENTER INC	12995 N ORACLE RD STE 141 PMB 311	TUCSON AZ			85739	9524
219331070	INSIGHT INVESTMENT CO PROFIT SHARING PLAN	ATTN: MIKE JONES	3561 E SUNRISE DR STE 201	TUCSON AZ		85718	3228
219331080	KOISTINEN JEFF	4495 W BUTTERFLY MOUNTAIN DR	MARANA AZ			85658	4513
219331090	BUTTERFLY MOUNTAIN HOA	10645 N ORACLE RD STE 121 PMB 285	ORO VALLEY AZ	NULL	NULL	85737	9388

2016 - NWFD BUTTERFLY MOUNTAIN

Situs Address

Parcel	Address
219330810	4528 W BUTTERFLY MOUNTAIN DR
219330820	4512 W BUTTERFLY MOUNTAIN DR
219330830	4488 W BUTTERFLY MOUNTAIN DR
219330840	4466 W BUTTERFLY MOUNTAIN DR
219330850	4458 W BUTTERFLY MOUNTAIN DR
219330860	4424 W BUTTERFLY MOUNTAIN DR
219330870	4394 W BUTTERFLY MOUNTAIN DR
219330880	4334 W BUTTERFLY MOUNTAIN DR
219330890	4222 W BUTTERFLY MOUNTAIN DR
219330900	4170 W BUTTERFLY MOUNTAIN DR
219330910	4128 W BUTTERFLY MOUNTAIN DR
219330920	4122 W BUTTERFLY MOUNTAIN DR
219330930	4116 W BUTTERFLY MOUNTAIN DR
219330940	4110 W BUTTERFLY MOUNTAIN DR
219330950	4109 W BUTTERFLY MOUNTAIN DR
219330960	4165 W BUTTERFLY MOUNTAIN DR
219330970	12904 N METALMARK CT
219330980	12874 N METALMARK CT
219330990	12875 N METALMARK CT
219331000	12911 N METALMARK CT
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219331020	12878 N VICEROY PL
219331030	12872 N VICEROY PL
219331040	12895 N VICEROY PL
219331050	12907 N VICEROY PL
219331060	4401 W BUTTERFLY MOUNTAIN DR
219331070	4473 W BUTTERFLY MOUNTAIN DR
219331080	4495 W BUTTERFLY MOUNTAIN DR
219331090	4112 W MOORE RD

Values

Parcel	AssessmentType	ValueType	TotalValue	TotalAssessed	TotalExempts	NetTaxable
219330810	Locally Valued	Limited Values	135000	20250	0	20250
219330820	Locally Valued	Limited Values	120000	18000	0	18000
219330830	Locally Valued	Limited Values	120000	18000	0	18000
219330840	Locally Valued	Limited Values	120000	18000	0	18000
219330850	Locally Valued	Limited Values	561972	56197	0	56197
219330870	Locally Valued	Limited Values	805053	80505	0	80505
219330880	Locally Valued	Limited Values	135000	20250	0	20250
219330890	Locally Valued	Limited Values	135000	20250	0	20250
219330900	Locally Valued	Limited Values	600044	60004	0	60004
219330910	Locally Valued	Limited Values	700537	70054	0	70054
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219330950	Locally Valued	Limited Values	120000	18000	0	18000
219330960	Locally Valued	Limited Values	135000	20250	0	20250
219330970	Locally Valued	Limited Values	674934	67493	0	67493
219330980	Locally Valued	Limited Values	135000	20250	0	20250
219330990	Locally Valued	Limited Values	120000	18000	0	18000
219331000	Locally Valued	Limited Values	670484	67048	0	67048
219331010	Locally Valued	Limited Values	552107	55211	0	55211
219331020	Locally Valued	Limited Values	120000	18000	0	18000
219331030	Locally Valued	Limited Values	120000	18000	0	18000
219331040	Locally Valued	Limited Values	120000	18000	0	18000
219331050	Locally Valued	Limited Values	120000	18000	0	18000
219331060	Locally Valued	Limited Values	120000	18000	0	18000
219331070	Locally Valued	Limited Values	120000	18000	0	18000
219331080	Locally Valued	Limited Values	638496	63850	0	63850
219331090	Locally Valued	Limited Values	500	50	0	50

922044



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.D

SCHEDULED

MEMORANDUM NO. 2016-46

Date: April 12, 2016
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Information Only
Agenda Item: Presentation and Discussion of the Possible Issuance of the General Obligation Refunding Bonds Series 2016

RECOMMENDATION:

N/A

MOTION:

N/A

DISCUSSION:

As with our 2005 General Obligation Bond refunding, District staff has been monitoring market conditions to determine whether the timing may be advantageous to "refund" its 2007 General Obligation Bonds. As a reminder, in a refunding the old/original debt gets repaid and new debt is issued in its place. The reason the District would do this is to take advantage of lower interest rates and thus, save taxpayer money. The 2007 General Obligation Bonds carry a 10 year "call" feature, which allows the bonds to be repaid early.

Mark Reader, Managing Director of the Arizona office for Stifel, Nicolaus & Co., will present the particulars of what the Governing Board will be asked to approve at the April 26th Governing Board meeting.

FISCAL IMPACT:

Per presentation

ALTERNATIVES:

None recommended

ATTACHMENTS:

- Refunding Bonds Presentation (PDF)



Northwest Fire District

Refunding Bonds, Series 2016

Presented by:

Mark Reader, Managing Director

Erika Coombs, Vice President

March 2016

Bonds Outstanding

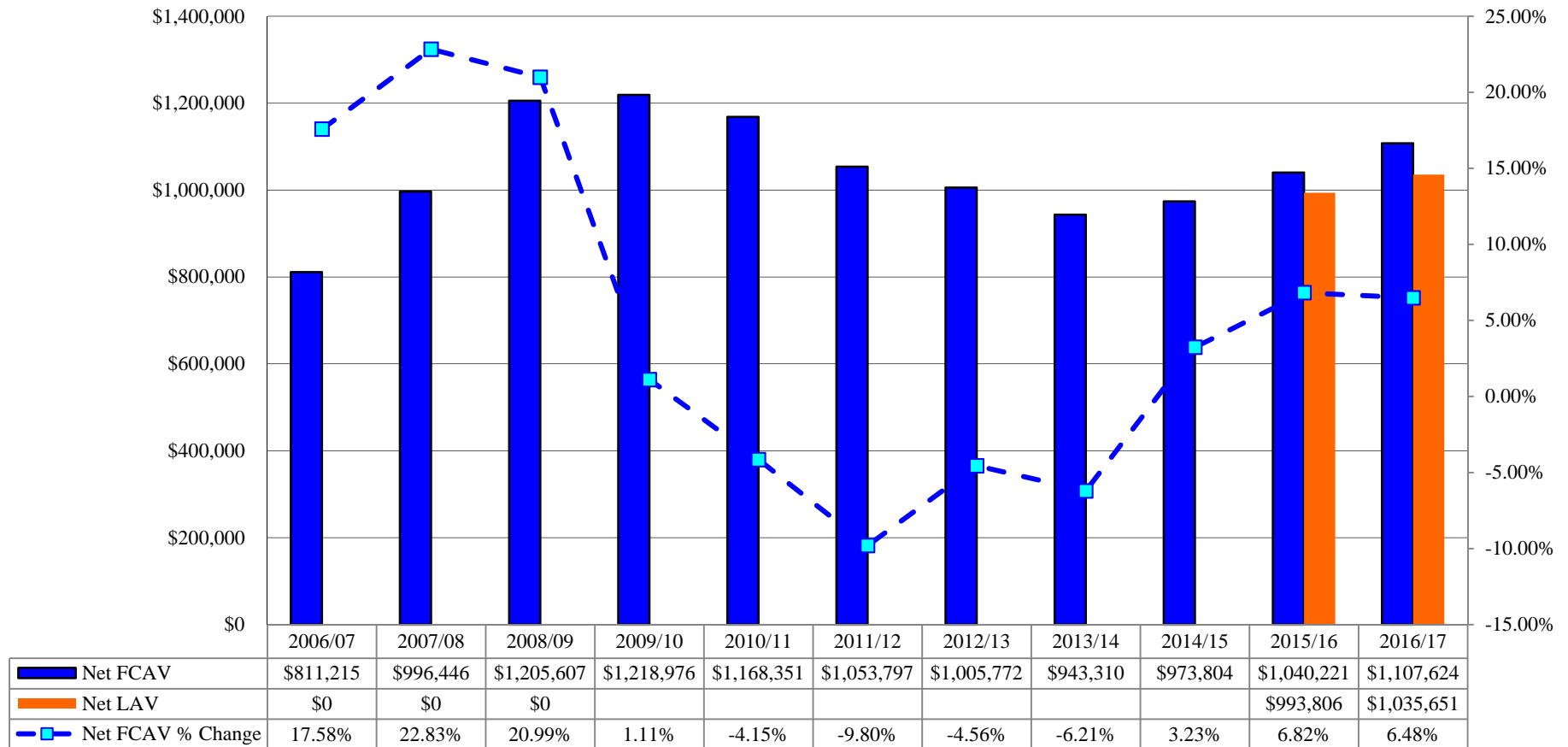
STIFEL

Principal Amount of Bonds Outstanding (\$000s omitted)

Fiscal Year Ending (July 1)	\$13,470		\$2,950		\$8,000		\$8,215		Total
	Greater Arizona Development Authority General Obligation Bonds Series 2007A Dated: 5/9/07		General Obligation Bonds Project of 2004 Tax-Exempt Series A-1 (2010) Dated: 5/13/10		General Obligation Bonds Project of 2004 Federally Taxable Series A-2 (2010) Dated: 5/13/10		Refunding Bonds Series 2014 Dated: 12/3/14		
	Principal	Coupon	Principal	Coupon	Principal	Coupon	Principal	Coupon	
2016	\$590	4.250%	\$455	4.000%			\$805	2.000%	\$1,850
2017	615	4.000%	475	4.000%			820	2.000%	1,910
2018	640	5.000%			\$495	4.670%	835	2.000%	1,970
2019	675	5.000%			515	4.870%	850	2.000%	2,040
2020	705	5.000%			545	4.990%	870	3.000%	2,120
2021	745	5.000%			570	5.170%	895	3.000%	2,210
2022	780	5.000%			600	5.320%	925	4.000%	2,305
2023	820	4.375%			635	5.470%	965	4.000%	2,420
2024	910	5.000%			670	5.620%	1,000	4.000%	2,580
2025	955	5.000%			705	5.720%			1,660
2026	1,010	5.000%			745	5.820%			1,755
2027	1,060	5.000%			790	5.920%			1,850
2028					840	6.020%			840
2029					890	6.120%			890
	\$9,505		\$930		\$8,000		\$7,965		\$26,400
Call Features:	7/1/18 and After Callable 7/1/17 @ par		Non-Callable		7/1/21 and After Callable 7/1/20 @ par		Noncallable		

Historical Assessed Valuations (\$000s)

STIFEL

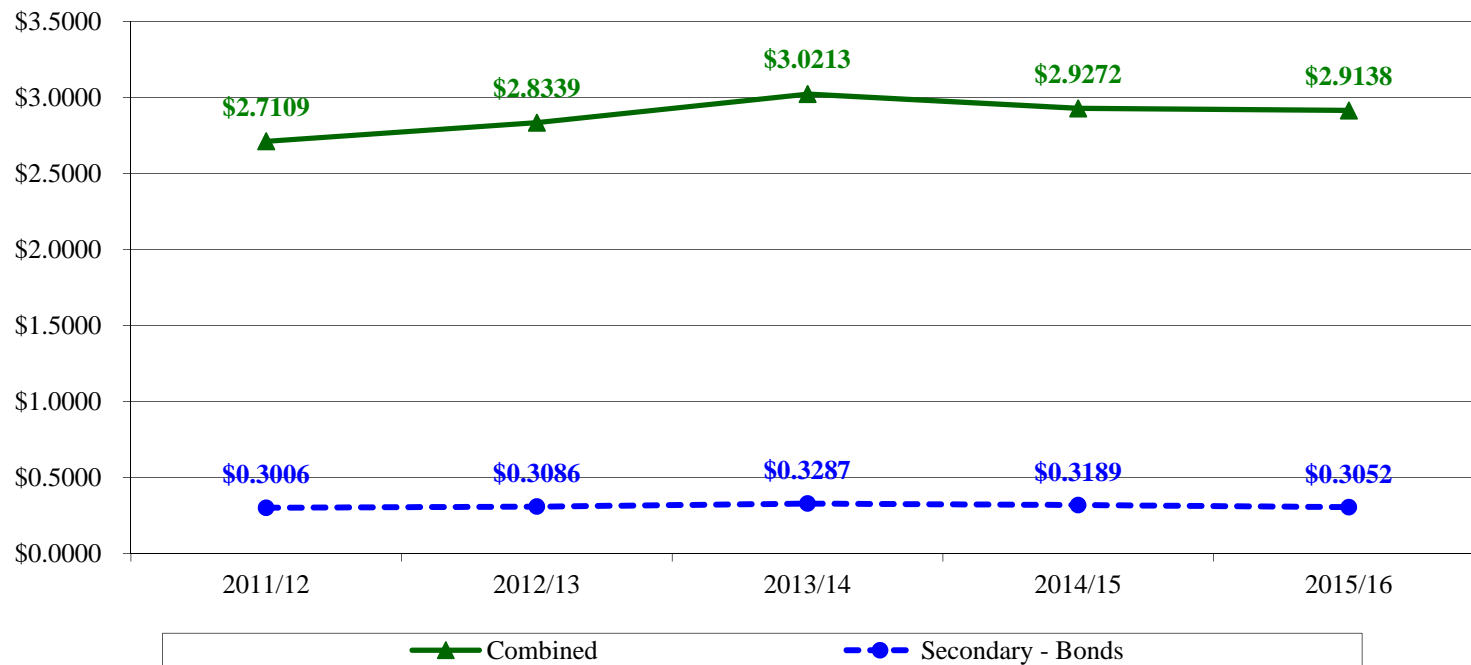


2016/17 Preliminary.

Source: Assessor of the County.

Historical Tax Rates

STIFEL



Five Year Average Tax Rate	
Secondary - Bonds	\$0.3124
Combined Tax Rate	\$2.8814

Source: Assessor of the County.

Detailed Summary

STIFEL

1) Purpose of 2007A Issue:	Construction of training and administrative center; remodeling and relocating fire station
2) Redemption/Call Date:	July 1, 2017 at Par
3) Coupon Range of Bonds :	4.375% - 5.00% (2018-2024)
4) Average Coupon of Refunded Bonds:	4.93%
5) Remaining Average Life of Refunded Bonds:	7.268 years
6) 2007A Callable Bonds:	\$8,300,000

Comparison Analyses – Estimated as of 3/21

Level Savings	
Par Amount of Refunding Bonds:	\$8,300,000
Est. All-in True Interest Cost:	2.47%
Estimated Gross Savings:	\$1,030,000
Estimated Net PV Savings (\$):	\$930,000
Estimated Net PV Savings (%):	11.22%
Average Coupon:	3.61%
Average Life:	6.768 years
Estimated Costs of Issuance:	\$155,000
Estimated Tax Rate Reduction 2016/17 – 2026/27	\$0.01

The interest rate and rating assumptions assumed in this presentation are based on current market conditions and similar credits. The District's actual results may differ. Stifel makes no commitment to underwrite at these levels.

Fiscal years 2016/17 through and including 2021/22 assume 2.00% growth and subsequent years assume 0.59% growth.

Tax rates are per \$100 of assessed valuation. Subsequent projected tax rates are not adjusted for interest earnings, arbitrage rebate or delinquent tax collections.

Estimated Savings (Based on Current Market Conditions)

STIFEL

- NPV Savings: \$~930,000 (11.22% of par value refunded)

Period End July 1	Prior Bonds Being Refunded	Refunding Bonds ²			Gross	PV
	Debt Service	Principal	Interest	Debt Service	Savings	Savings
2016	\$204,938	\$ 180,000	\$17,592	\$ 197,592	\$ 7,345	\$ 7,335
2017	409,875	35,000	284,275	319,275	90,600	89,204
2018	1,049,875	675,000	283,575	958,575	91,300	87,957
2019	1,052,875	690,000	270,075	960,075	92,800	87,374
2020	1,049,125	705,000	249,375	954,375	94,750	87,213
2021	1,053,875	735,000	228,225	963,225	90,650	81,595
2022	1,051,625	760,000	198,825	958,825	92,800	81,686
2023	1,052,625	790,000	168,425	958,425	94,200	81,089
2024	1,106,750	875,000	136,825	1,011,825	94,925	79,933
2025	1,106,250	910,000	101,825	1,011,825	94,425	77,756
2026	1,113,500	955,000	65,425	1,020,425	93,075	74,948
2027	1,113,000	990,000	27,225	1,017,225	95,775	75,405
Totals	\$ 11,364,313	\$ 8,300,000	\$ 2,031,667	\$ 10,331,667	\$ 1,032,645	\$ 911,496

✓ Savings can be structured to achieve objectives

For example:

- 1) Up-front cash flow savings
- 2) Tail-end savings

PV Savings: \$ 911,496

Plus: Refunding Funds: 19,859

Net PV Savings: \$ 931,355

- All-in-TIC: 2.47%

Interest is estimated and represents a spread of the 'AAA' municipal yield index as of 3/21/16 that is greater than the spread of which similar rated credits of similar size, credit quality and amortization are currently pricing, and is subject to change based on market rates at the time of the sale.

Disclosure

STIFEL

Stifel, Nicolaus & Company, Incorporated (“Stifel”) has prepared the attached materials. Such material consists of factual or general information (as defined in the SEC’s Municipal Advisor Rule). Stifel is not hereby providing a municipal entity or obligated person with any advice or making any recommendation as to action concerning the structure, timing or terms of any issuance of municipal securities or municipal financial products. To the extent that Stifel provides any alternatives, options, calculations or examples in the attached information, such information is not intended to express any view that the municipal entity or obligated person could achieve particular results in any municipal securities transaction, and those alternatives, options, calculations or examples do not constitute a recommendation that any municipal issuer or obligated person should effect any municipal securities transaction. Stifel is acting in its own interests, is not acting as your municipal advisor and does not owe a fiduciary duty pursuant to Section 15B of the Securities Exchange Act of 1934, as amended, to the municipal entity or obligated party with respect to the information and materials contained in this communication.

Stifel is providing information and is declaring to the proposed municipal issuer and any obligated person that it has done so within the regulatory framework of MSRB Rule G-23 as an underwriter (by definition also including the role of placement agent) and not as a financial advisor, as defined therein, with respect to the referenced proposed issuance of municipal securities. The primary role of Stifel, as an underwriter, is to purchase securities for resale to investors in an arm’s-length commercial transaction. Serving in the role of underwriter, Stifel has financial and other interests that differ from those of the issuer. The issuer should consult with its’ own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate.

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Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.E

SCHEDULED

MEMORANDUM NO. 2016-47

Date: April 12, 2016
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Information Only
Agenda Item: Discussion, Review and Possible Action on the Proposed Five-Year Capital Improvement Program (CIP) for the Fiscal Years Ending June 30, 2017-June 30, 2021

RECOMMENDATION:

N/A

MOTION:

N/A

DISCUSSION:

A roster of projects being considered for inclusion in the five-year Capital Improvement Program (CIP) is attached showing requests for this upcoming fiscal year (June 30, 2017). Total capital requests of approximately \$3.5 million were considered. The scoring and prioritization process utilized a cross-section of staff throughout the District. This list is being presented not for final approval, rather, it is intended to provide the Governing Board and public an opportunity to examine, provide feedback, and ask questions on what could be included in the final CIP document presented to the Governing Board for approval at its next meeting.

A separate attachment titled "Roster of 16-17 Recommendations" is also included as a list of projects that will likely be recommended for approval at the next Governing Board meeting.

FISCAL IMPACT:

\$1.9 Million for Fiscal Year 16-17

ALTERNATIVES:

N/A

ATTACHMENTS:

- CIP 16-17 scoring committee results (PDF)
- CIP 16-17 Scoring Committee Rankings (PDF)
- CIP 16-17 Recommendations (PDF)

	IT Upgrade		Station 338 Roof		CSC Entryway Remodel		ePCR Laptops		Keyless
	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score
Rater 1	56	167	55	143	43	134	63	177	35
Rater 2	92	254	66	185	35	106	90	244	50
Rater 3	91	269	77	241	70	213	78	236	80
Rater 4	82	256	62	184	58	171	89	256	67
Rater 5	74	223	70	203	51	138	72	241	69
Rater 6	62	172	60	136	85	158	68	192	52
Rater 7	77	256	62	180	69	205	70	198	48
Rater 8	86	256	80	240	30	89	51	170	68
Rater 9	72	197	42	133	36	101	95	273	65
Rater 10	72	210	62	177	49	136	72	212	57
	764	2260	636	1822	526	1451	748	2199	591
AVERAGE SCORE	76	226	64	182	53	145	75	220	59
* No Score Given									

SS Entry	Medical Dispensers		Warehouse Roof		Fleet Shade Structure		Station 331 Bay Doors		Station 331 Remodel		Oil Dispensers
Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score
93	57	154	40	122	18	57	74	267	56	163	20
159	88	242	68	190	79	181	84	235	77	223	75
225	90	254	56	165	55	156	60	177	54	150	43
206	91	252	62	167	68	194	66	194	62	179	51
212	81	237	71	214	62	161	68	200	66	187	61
160	63	176	62	174	51	139	63	182	66	172	58
148	78	214	61	165	64	171	67	195	65	198	55
210	61	186	78	218	72	210	76	226	69	216	60
148	97	284	52	143	34	98 *	*		53	158	74
166	73	205	60	170	54	149	67	201	53	168	54
1727	779	2204	610	1728	557	1516	625	1877	621	1814	551
173	78	220	61	173	56	152	69	209	62	181	55

Scoring/Filtering System	Engine Replacement		Spare Extrication Tool		Utility Truck Replacement		Fleet Support Truck Replacement		CAD Communication Center		TIC Replacement	
Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
44	70	182	22	66	*	*	30	71	71	196	41	126
207	87	253	49	152	71	204	80	222	88	244	80	224
104	88	254	66	169	90	260	46	129	82	216	91	245
149	67	205	56	163	73	217	59	177	82	248	67	208
154	84	251	57	139	71	210	65	186	84	260	77	214
155	58	185	56	152	62	189	59	166	68	208	62	173
196	75	249	61	190	69	213	64	202	86	256	77	239
195	54	173	48	167	35	106	66	201	78	186	63	178
149	77	229	63	166	70	190	62	180	89	248	65	179
149	70	211	53	151	67	196	58	164	75	213	67	191
1502	730	2192	531	1515	608	1785	589	1698	803	2275	690	1977
150	73	219	53	152	68	198	59	170	80	228	69	198

HVAC Replacement LOGS and BC 331	
Raw Score	Weighted Score
10	29
65	174
56	153
58	176
72	200
64	177
58	166
80	240
51	119
56	137
570	1571
57	157

Project name	Cost	Average Raw Score
CAD Software for Com Center	750,000	80
IT Infrastructure Upgrade	150,000	76
Medical Dispensers	150,000	78
ePCR Laptops	150,000	75
Engine Replacement (2)	1,000,000	73
Station 331 Bay Doors	150,000	69
TIC Replacement	30,000	69
Utility Truck Replacement	350,000	68
Station 338 Roof	40,000	64
Station 331 Remodel	150,000	62
Warehouse Roof	30,000	61
Keyless Entry	125,000	59
Fleet Support Truck Replacement	120,000	59
HVAC Replacement LOGS and BC 331	35,000	57
Fleet Shade Structure	90,000	56
Spare Extrication Tool	30,000	53
Oil Dispensing/Filtering System	35,000	55
CSC Remodel	60,000	53
TOTAL	3,445,000	
###Added Late--Auxillary Fuel Supply	60,000	

* Scores weighted as follows:

Weighting

Meets Legal Mandates	5
Safety	5
Urgency	5
Aligned with Strategic Plan	3
Service Improvement	3
Efficiencies	3
Operating Budget Impact	1
Cost	1
Maintain Current Level of Service	1
Service Addition	1

Average Weighted Score*

228
226
220
220
219
209
198
198
182
181
173
173
170
157
152
152
150
145

Northwest Fire District
Capital Improvement Program Recommendations for FY 16-17

Project name	Cost	Average Raw Score
CAD Software for Com Center	375,000	80
IT Infrastructure Upgrade	150,000	76
Medical Dispensers	150,000	78
ePCR Laptops	150,000	75
Engine Replacement (2)	1,000,000	73
TIC Replacement	30,000	69
Station 338 Roof	40,000	64
TOTAL	1,895,000	

* Scores weighted as follows:

	Weighting
Meets Legal Mandates	5
Safety	5
Urgency	5
Aligned with Strategic Plan	3
Service Improvement	3
Efficiencies	3
Operating Budget Impact	1
Cost	1
Maintain Current Level of Service	1
Service Addition	1

Average Weighted Score*

228
226
220
220
219
198
182



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.F

SCHEDULED

MEMORANDUM NO. 2016-48

Date: April 12, 2016
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Information Only
Agenda Item: Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Administration Departments to Include Human Resources, Battalion Chief Department, and Wildland, as Well as an Overview on the Budget

RECOMMENDATION:

N/A

MOTION:

N/A

DISCUSSION:

This is the third installment of our Zero-based budget process. Human Resources will be highlighting their budget requests.

A comprehensive representation of the entire budget is also attached for review. The budget is currently \$1,214,570 out of balance (requirements exceeding resources). This does not include any new support positions, nor any wage adjustments for staff such as a step increase. As such, staff is analyzing various areas for savings. Proposed ambulance revenues of \$2.3 Million are included, as well as proposed capital requests through the District Capital Improvement Program.

Various factors are contributing to the budget imbalance. These factors include 1) the full year impact of step increases awarded this year, 2) PSPRS rate increase, 3) Health insurance rate increases, 4) no longer receiving grant funding for SAFER employees, and 5) ambulance revenue decrease compared to the current budget. Balancing several of these expenditure increases is a property tax levy increase of approximately \$1.1 Million that keeps the District operating tax rate the same as this year.

FISCAL IMPACT:

As attached

ALTERNATIVES:

N/A

Memorandum 2016-48

Meeting of April 12, 2016

ATTACHMENTS:

- Human Resource ZBB (PDF)
- HR Budget Presentation (PDF)
- 2016 17 LB-1, LB-2, LB-3, LB-4 (PDF)
- 2016 17 LB-20, LB-31, LB-10, LB-35, LB-11 (PDF)

ACCOUNT	EXPENSE	VENDOR
Office Supplies	\$ 1,500.00	3 yr average \$ 1,118.00
Printing & Duplicating	\$ 6,677.00	3 yr average \$ 216.19
		RICOH Alpha Card
Dues, Memberships & Subscriptions	\$ 3,598.00	Society of Human Resources Manager Society of Human Resources Manager Thompson Publishing - FLSA Workforce IPMA Labor Relations ICMA Executive Leadership BoardSources WorldatWork Az Emp Law Newsletter/HR Hero Public Safety Labor News
Travel & Per Diem (Hotel)	\$ 2,631.60	AZ State SHRM Conference AZ SHRM Employment Law & Legislati
Meals & Entertainment	\$ 2,500.00	Actual as of 2/29/16
Training	\$ 6,992.50	SHRMGT monthly training Computer Program Training AFDA - Tucson ASU - CPM AZ State SHRM Conference AZ SHRM Employment Law and Legislati
Employee Recognition	0.00	No longer in Human Resources - comr
Books & periodicals	\$ 1,000.00	3 yr avg \$ 614.59
Consultants	\$ 40,000.00	Quote
Contract Labor	\$ 32,000.00	Recruitment Firm Fee @ 20% of Salary
Evaluation Services	0.00	
Health Services	\$ 26,970.00	Pre-employment PSPRS physical Selerix

Job & Legal Advertising	0.00	Forward to Recruitment Legal Advertising only out of Administ
Organizational Development	\$ 10,593.00	Federal Mandated Training BCBSAZ DocuSign SurveyGizmo Wellness Program
Recruitment	\$ 9,000.00	Brought forward from Advertising line
Testing & Background Services	\$ 15,349.00	Department of Public Safety Secruitec Professional Dynametric Program Cooperative Personnel Services (CPS) CPS
Cell Phones	\$ 1,650.00	HR Spec. HR Spec. Director
Unemployment Insurance		Out of Administration or Finance budg
Building Services	\$ 350.00	HR Trailer
Commercial Drivers License Random Drops Retention and Destruction of Records Invoice review and approval of pymt		Consortium Human Resources responsibility \$ exp Annual Physicals and blood tests budg
	\$ 160,811.10	

OR AVERAGE		DETAILS	
		\$ 1,500.00	District project & Daily Ops
		\$ 1,000.00	District project based outsourcing
		\$ 5,222.00	color copier w/scanner/fax/pr
		\$ 455.00	Card \$110/500, Laminate \$150
ment - Greater Tucson	\$ 80.00x3	\$ 240.00	Local Professional Organization
ment (SHRM)	\$180.00x3	\$ 540.00	National Professional Organization
		\$ 500.00	Wage/Hour
		\$ 79.00	HR Profession
		\$ 149.00	Public Sector
		\$ 150.00	Union
		\$ 848.00	Network Municipalities
		\$ 96.00	Leadership
		\$ 99.00	Governing/Pension Boards
		\$ 350.00	Compensation
		\$ 397.00	Employment Law
		\$ 150.00	Labor Relations Information Sys
dinner, hotel, mileage 3 emp	\$312, \$2070, \$125	\$ 2,506.60	Educational, Training, Networking
ive Update travel		\$ 125.00	Risk Management
\$ 1,549.03		\$ 2,500.00	Evaluators/Proctors/subject m
	\$25.00x3x6	\$ 450.00	Local Human Resources Chapt
	\$300.00x2	\$ 600.00	Excel/Publisher
	\$100.00x3	\$ 300.00	Updates and Networking
	3250.00x1	\$ 3,250.00	Succession Planning
	\$625.00x3	\$ 1,897.50	State Human Resources Profes
ative Updates	\$165.00x3	\$ 495.00	Risk Management
nittee based/Logistics		0.00	
		\$ 1,000.00	to include media
		\$ 40,000.00	HRIS or Full-time person (Succ
y		\$ 32,000.00	Fire Chief @\$160k
		0.00	
	\$35 x30	\$ 1,050.00	Drug testing
	\$785x24	\$ 18,840.00	Physical
	\$590x12	\$ 7,080.00	Electronic Benefits (e.g., chang

ration	\$400.00x3x6 \$300.00x6	\$ 7,200.00 \$ 1,800.00	Websites (e.g., Professional/C Newspaper
	Attorney?@ \$350.00/hr x 3.0 hrs	\$ 1,050.00 \$ 3,300.00 \$ 3,243.00 \$ 1,500.00 \$ 1,500.00	Required Legal Training - Sexu Reimbursable Digital Signature Employment Applications, Sur Reimbursable BCBSAZ
			brought forward from Adverti
	\$22.00x40 \$45.00x40 \$35.00x12 \$3,469 \$3000.00x3	\$ 660.00 \$ 1,800.00 \$ 420.00 \$ 3,469.00 \$ 9,000.00	Background Checks Background/Drivers Lic. Job Modeling & Matches Create Written Tests (FF) DV, ITM, Business Mgr
		\$ 550.00 \$ 550.00 \$ 550.00	Recruitments/Working Remot Open Enrollment/@ District Si
get			
Alarm		\$ 350.00	
ensed out of Administration get in Operations			

§ _____

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inter replaces 3 machines

5, Ribbon \$190/2

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system

g, new products & services, develop partnerships

matter experts/committees for Selection Processes

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ges, transmission, Open Enrollment)

raigsList/LinkedIn)
al Harrassment, Workplace Violence Open Enrollment and Benefit Fair
veys, Performance Appraisals
sing line
ely
tes/ Conferences, Training, etc...2012 costs



HUMAN RESOURCES FY 2016/2017 Budget Proposal

**Patricia Aguilar- Administrative Services
Director**



Vision

To be recognized for Human Resources excellence and as an organization with exemplary leadership and service to the community.

Values

Honesty, Integrity, Trust, Respect, Humility, and Inclusivity.

Mission

To be a strategic business partner by providing innovative ideas and executing supporting programs that attract, retain, and engage a skilled diverse workforce.

Goals

To exceed the expectations of our stakeholders by committing to shared values and by achieving the highest levels of customer service.

Chief's Note

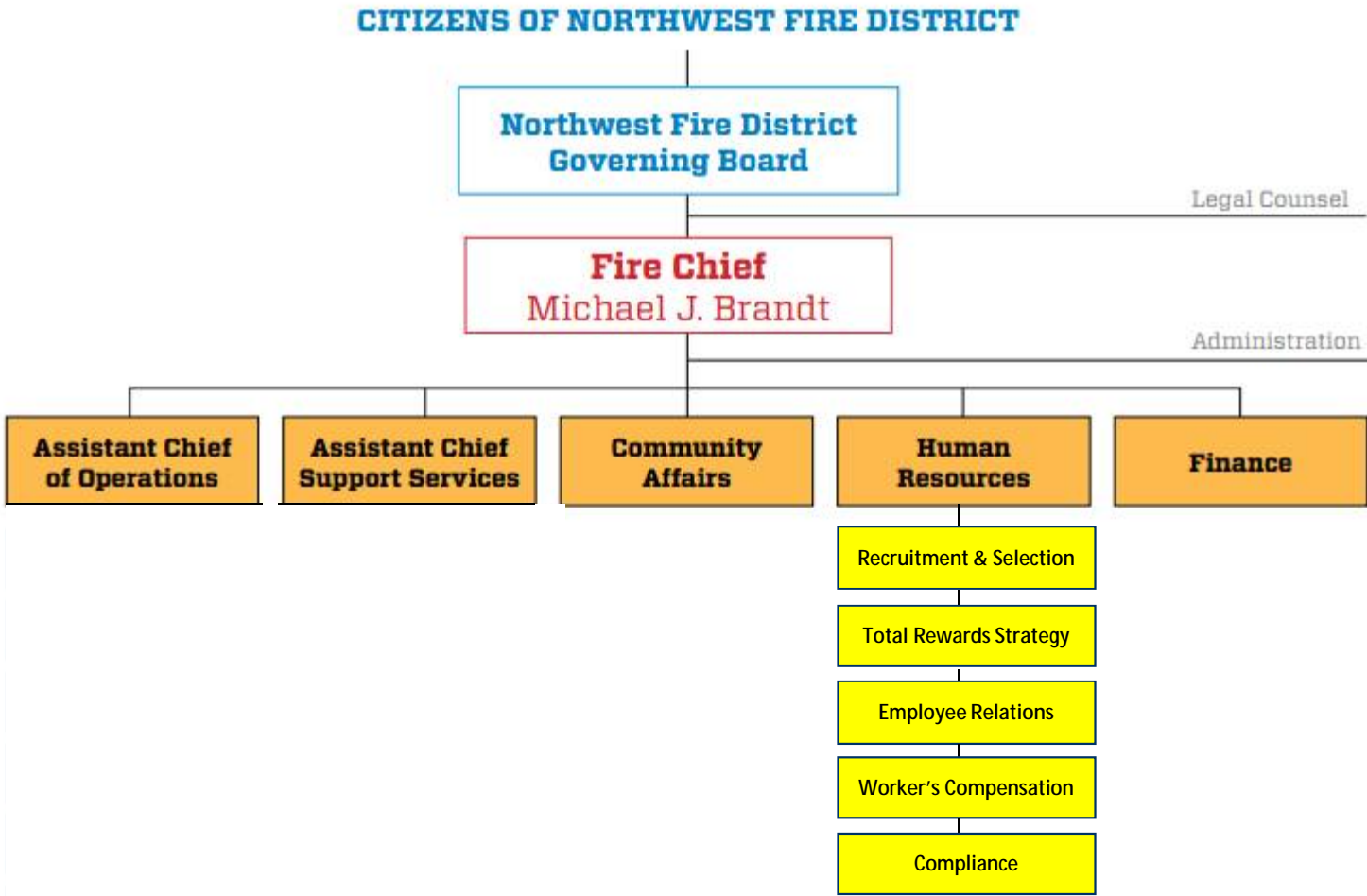
Moving Forward in 2016

We'll continue to streamline our processes and structure in search of efficiency. We'll make information available to our community in a manner that's relevant to them. The Northwest Fire District will continue to evolve to meet the needs of our community and ever changing environment. And to do all that, we'll continue to invest in our employees and our organization to ensure we're up to the challenge.

Reference:

<http://backoffice.northwestfire.org/moving-forward-in-2016>

NORTHWEST FIRE DISTRICT ORGANIZATIONAL CHART



Human Resources (HR) Staff

- **2 full-time HR Specialists**
 - **1 team member hired March 2008**
 - **1 team member hired September 2008**
 - **Responsible for Daily Operations, Administration, and special projects**

SPECIFICALLY

- **Strategic Management**
- **Business Partner**
- **Employee and Labor Relations**
- **Local, State, and Federal compliance** with statutory and regulatory requirements (*e.g., ADA, Affordable Care Act, COBRA, EEO, EEOC, Fair Labor Standards Act, Family Medical Leave Act, OSHA Reporting, Legal postings, etc..*)
- **Policy and Procedure**
- **Recruitment, Selection, and On-Boarding**
- **Personnel Records (i.e., electronic & physical files)**
- **Total Rewards Strategy:**
 - Compensation/Classification
 - Employee Benefits
 - Performance Management
 - Work Life Effectiveness
- **Workers' Compensation**
 - Light Duty
 - Return to Work
- **Retirements**

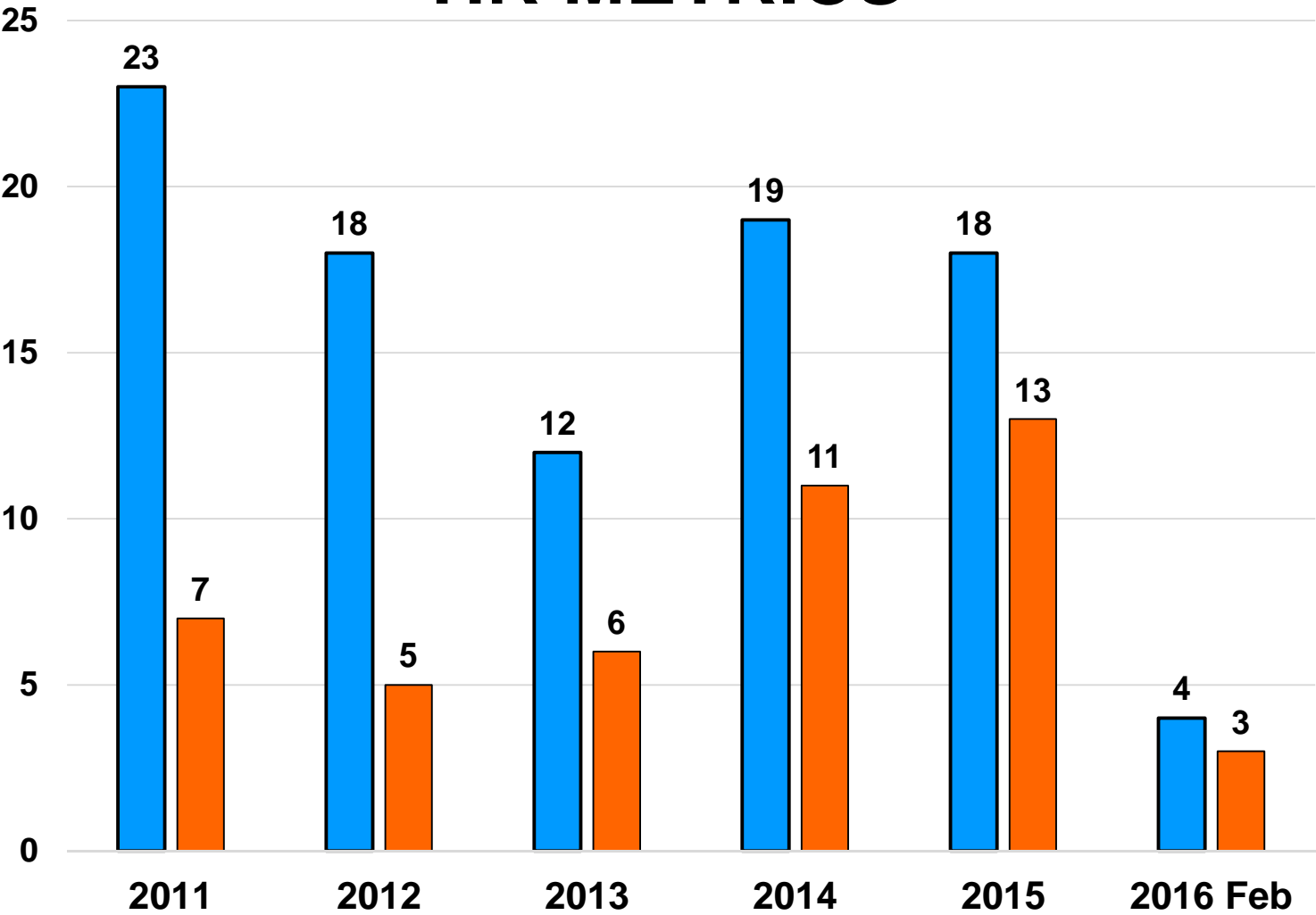
REALIGNED TO HR

- **Annual Physicals** for 203 employees
- **Record Retention and Destruction** for 10 Departments

OTHER

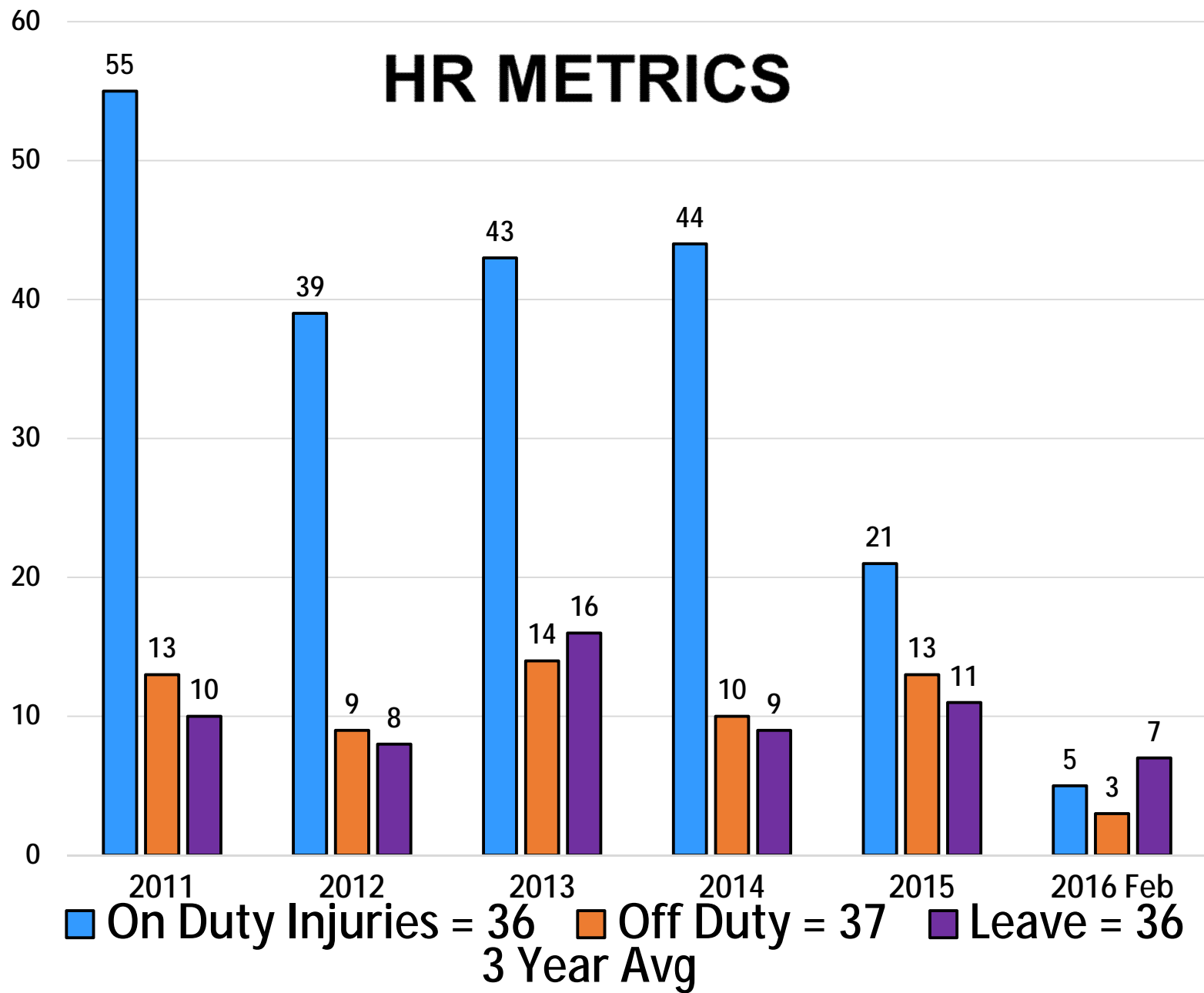
- **Pension Board** – Approval of New Hires and Retirements
 - Scheduling of Meetings
 - Preparation of Agenda
 - Minutes
 - Election process of new Pension Board members
 - Orientation of New Elected/Appointed members
 - Disability Retirement Physicals
 - Updates to Governing Board

HR METRICS



3 Year Avg ■ Recruitment = 16 ■ Turnover = 10

Attachment: HR Budget Presentation (2016-48 : Zero Based Budget)



Attachment: HR Budget Presentation (2016-48 : Zero Based Budget)

Challenges to Outsourcing

- Pay Consultant in 2013
- Mailing of Affordable Care Act Form Requirement
- Former Insurance Broker: Compliance
Open Enrollment
Reports
- Testing Agency: Applicant
Tracking
Initial Screening
Assessment
Center
- Temporary Agency: Screening
- Vendor: COBRA

MEDIAN RATIO OF HR FRONT-LINE STAFF TO 100 FTEs

YEAR	TOTAL FTE	ACTUAL	MEDIAN RATIO	SHOULD BE
2008	236	2 = 168		
2009	234	2 = 170		
2010	239	2 = 170		
2011	227	2 = 166		
2012	227	2 = 166		
2013	226	2 = 176	*1.3	2.9
2014	223	2 = 178	*1.3	2.9
2015	224	2 = 178	**1.6	3.6
2016	232	2 = 172	**1.6	3.7

*Small/large orgs. **Small orgs < 250. Ref: Bloomberg BNA HR Department Benchmarks & Analysis 2015-2016

ACCOUNT	EXPENSE	DETAILS
Office Supplies	\$ 1,500	3 Year Average
Printing & Duplicating	\$ 6,677	Multi-function Equipment Alpha Badge Card System
Dues, Memberships & Subscriptions	\$ 3,598	Professional Organizations
Travel/Hotel/Per Diem	\$ 2,632	State Human Resources Conference State Employment Law Legislative Update
Meals	\$ 2,500	Selection Process Participants
Training	\$ 6,993	Registration Fees
Books	\$ 1,000	3 Year Average
Consultants	\$40,000	HRIS
Contract Labor	\$32,000	Executive Recruit Firm
Health Services	\$26,970	Drug Test/Physicals/Electronic Benefits
Org. Development	\$10,593	Federal Mandated Training/ DocuSign/ SurveyGizmo/Wellness Program
Recruitment	\$ 9,000	Advertising
Testing & Background	\$15,349	DPS/SecuriTech/PDP/Test Company
Cell Phones	\$ 1,650	HR Staff & Director
Building Services	\$ 350	Alarm

Hello 21st Century

Fax, Color Printer, & B/W Copier



Three (3) pieces of equipment currently being used

Multi-Function Digital Copier/Network Printer/Network Scanner/Fax



Features of Human Resources Information Systems

- Consolidate various tools and eliminate redundancies
 - Efficiency
 - Centralized
 - Integration of data
 - Self Service
 - Automated reminders
 - Hosting of Human Resources documents, policy manual and procedures
 - Benefits administration
 - Recruiting management

Advantages

- Tracking no longer in Excel with many **spreadsheets** (e.g., FMLA, COBRA, Retiree Insurance payments, Annual Physicals, Disciplinary Action, Performance Appraisal, Injuries, light duty, Recruitment, Applicants, Employee skills, training, education)
- Reports easily customized and produced
- One data input affects all legitimate areas of information
- Compensation
- **Benefits** (include Open Enrollment and weekly transmission to carriers)
- Communicate with Incode (Payroll System)
- Employee access for 24/7 self service

Support

- Vendor
 - Training and Technical
 - Cloud based
 - High end security to protect information
 - Stand alone with HR administrator rights
- Governing Board

Thank you!!!!

**FORM
LB-1****NORTHWEST FIRE DISTRICT NOTICE OF BUDGET HEARING**

A budget hearing of the Northwest Fire District Governing Board will be held on Tuesday, June 28, 2016, at 6:00 P.M., at 5125 W. Camino De Fuego Road, Marana, Arizona. The purpose of this hearing will be to discuss and formally adopt the budget for the fiscal year beginning July 1, 2016. Written comments on the proposed budget may be submitted to the Northwest Fire District Administration Facility at 5225 W. Massingale Road, Tucson, AZ, before 5:00 P.M. on June 28, 2016. A summary of the proposed budget is presented below. A copy of the budget may be inspected or obtained at 5225 W. Massingale Road, Tucson, Arizona 85743 between the hours of 8:00 A.M. and 5:00 P.M. This budget is for: X Annual Period 2-Year Period

County	City	Chairperson of Governing Body	Telephone Number
Pima	Tucson	George Carter	520-887-1010

PROPOSED BUDGET SUMMARY

TOTAL OF ALL FUNDS		Adopted Budget This Year 2015-2016	Proposed Budget Next Year 2016-2017
Anticipated Requirements	1. Total Personal Services (Less Fire Chief's Salary).....	23,732,273	25,521,761
	2. Fire Chief's Salary.....	-	-
	3. Total Materials and Supplies	8,853,118	8,611,053
	4. Total Capital Outlay	4,086,690	1,908,000
	5. Total Debt Service	3,018,271	3,014,322
	6. Total Transfers Out.....	3,427,050	1,895,000
	7. Total Contingencies	10,127,172	9,065,000
	8. Total Reserves and Special Payments.....	1,207,493	1,207,493
	9. Total Unappropriated Ending Fund Balance	1,150,000	2,150,000
	10. Total Requirements - add Lines 1 through 9	55,602,067	53,372,629
Anticipated Resources	11. Carryover Funds.....	12,093,618	10,207,493
	12. Total Transfers In.....	3,427,050	1,895,000
	13. Debt Issuance Proceeds.....	-	-
	14. Total Revenues Except Property Taxes.....	11,123,988	10,011,244
	15. Total Property Taxes Estimated to be Received	28,957,411	30,044,322
	16. Total Resources - add Lines 11 through 15	55,602,067	52,158,059
Estimated Ad Valorem Property Taxes	17. Total Property Taxes Estimated to be Received (line 15)	28,957,411	30,044,322
	18. Plus: Estimated Property Taxes Not To Be Received		
	A. Loss Due to Constitutional Limits		
	B. Discounts Allowed, Other Uncollected Amounts		
	19. Total Tax Levied	28,957,411	30,044,322

Publish June 1, 2016 - Arizona Daily Star

FORM
LB-2FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

Wildland Fund (200)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	932,758	151,300	178,364
2. Total Materials and Services.....	277,717	48,700	58,380
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	394,014	-	-
9. Total Requirements.....	1,604,489	200,000	236,744
10. Carryover Funds.....	126,524	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	1,477,965	200,000	236,744
14. Total Resources Except Property Taxes.....	1,604,489	200,000	236,744
Capital Improvements Fund (400)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	232	-	-
3. Total Capital Outlay.....	2,129,172	3,987,050	1,895,000
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	1,065,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	2,086,620	-	-
9. Total Requirements.....	4,216,024	3,987,050	2,960,000
10. Carryover Funds.....	2,580,925	500,000	1,000,000
11. Transfers In.....	1,500,000	3,427,050	1,895,000
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	135,099	60,000	65,000
14. Total Resources Except Property Taxes.....	4,216,024	3,987,050	2,960,000
Medical Self-insurance Fund (110)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	2,419,323	3,250,000	3,250,000
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	2,038,829	1,000,000	2,000,000
9. Total Requirements.....	4,458,152	4,250,000	5,250,000
10. Carryover Funds.....	1,284,406	1,000,000	2,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	3,173,746	3,250,000	3,250,000
14. Total Resources Except Property Taxes.....	4,458,152	4,250,000	5,250,000

FORM
LB-2FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

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Capital Reserve Fund (450)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	-	-
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	886,125	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	1,207,493	1,207,493
8. Total Unappropriated Ending Fund Balance.....	-	-	-
9. Total Requirements.....	-	2,093,618	1,207,493
10. Carryover Funds.....	2,093,618	2,093,618	1,207,493
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	-	-	-
14. Total Resources Except Property Taxes.....	2,093,618	2,093,618	1,207,493
Grant & Contracts Fund (480)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	634,176	-	-
2. Total Materials and Services.....	29,125	-	-
3. Total Capital Outlay.....	43,399	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	2,500,000	3,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	1,199,312	-	-
9. Total Requirements.....	1,906,012	2,500,000	3,000,000
10. Carryover Funds.....	1,113,190	1,000,000	1,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	792,822	1,500,000	2,000,000
14. Total Resources Except Property Taxes.....	1,906,012	2,500,000	3,000,000
Ambulance Fund (300)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	2,452,301	-
2. Total Materials and Services.....	-	1,218,375	-
3. Total Capital Outlay.....	-	87,640	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	127,172	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	-	-	-
9. Total Requirements.....	-	3,885,488	-
10. Carryover Funds.....	-	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	-	3,885,488	-
14. Total Resources Except Property Taxes.....	-	3,885,488	-

FORM
LB-3FUNDS REQUIRING A
PROPERTY TAX TO BE LEVIED

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General Fund	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	23,464,809	21,128,672	25,343,397
2. Total Materials and Services.....	3,818,776	4,331,043	5,297,673
3. Total Capital Outlay.....	5,966	12,000	13,000
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	1,500,000	2,540,925	1,895,000
6. Total Contingencies.....		7,500,000	5,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	6,396,199	-	-
9. Total Requirements.....	35,185,750	35,512,640	37,549,070
10. Carryover Funds.....	7,826,602	7,500,000	5,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	2,865,344	2,088,500	4,319,500
14. Total Resources Except Property Taxes.....	10,691,946	9,588,500	9,319,500
15. Property Taxes Estimated to Be Received.....	24,493,804	25,924,140	27,015,000
16. Total Resources (add lines 14 and 15).....	35,185,750	35,512,640	36,334,500
17. Property Taxes Estimated to be Received (line 15)		25,924,140	27,015,000
18. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		-	-
B. Discounts, Other Uncollected Amounts.....		-	-
19. Total Tax Levied		25,924,140	27,015,000

General Obligation Bond Fund	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	3,220	5,000	5,000
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	4,025,279	3,018,271	3,014,322
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....		-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	982,237	150,000	150,000
9. Total Requirements.....	5,010,736	3,173,271	3,169,322
10. Carryover Funds.....	1,752,040	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	263,990	140,000	140,000
14. Total Resources Except Property Taxes.....	2,016,030	140,000	140,000
15. Property Taxes Estimated to Be Received.....	2,994,706	3,033,271	3,029,322
16. Total Resources (add lines 14 and 15).....	5,010,736	3,173,271	3,169,322
17. Property Taxes Estimated to be Received (line 15)		3,033,271	3,029,322
18. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		-	-
B. Discounts, Other Uncollected Amounts.....		-	-
19. Total Tax Levied		3,033,271	3,029,322

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Chief (1200)			
1. Total Personal Services.....	229,476	225,819	236,123
2. Total Materials and Services.....	12,308	18,800	18,800
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	241,784	244,619	254,923

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Ops - Admin (1220)			
1. Total Personal Services.....	332,484	344,378	355,443
2. Total Materials and Services.....	7,703	12,500	12,500
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	340,187	356,878	367,943

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Administration (1230)			
1. Total Personal Services.....	190,410	205,708	180,329
2. Total Materials and Services.....	313,869	415,613	439,737
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	504,279	621,321	620,066

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Human Resources (1240)			
1. Total Personal Services.....	371,783	378,718	385,332
2. Total Materials and Services.....	47,388	90,015	160,811
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	419,171	468,733	546,143

**FORM
LB-4****SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND**

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Finance (1250)			
1. Total Personal Services.....	374,942	467,014	478,903
2. Total Materials and Services.....	74,904	38,130	39,115
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	449,846	505,144	518,018

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Community Affairs (1280)			
1. Total Personal Services.....	124,479	145,135	145,723
2. Total Materials and Services.....	43,255	60,720	60,720
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	167,734	205,855	206,443

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Prevention/Life Safety (2100)			
1. Total Personal Services.....	881,252	1,070,314	955,584
2. Total Materials and Services.....	57,521	83,178	109,385
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	938,773	1,153,492	1,064,969

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Health & Safety (2250)			
1. Total Personal Services.....	4,282	7,717	-
2. Total Materials and Services.....	23,200	25,800	21,250
3. Total Capital Outlay.....	5,966	12,000	13,000
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	33,448	45,517	34,250

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Behavioral Health (2300)			
1. Total Personal Services.....	173,153	174,048	178,794
2. Total Materials and Services.....	6,323	3,975	10,525
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	179,476	178,023	189,319

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Training (3100)			
1. Total Personal Services.....	561,072	314,789	557,099
2. Total Materials and Services.....	151,840	183,273	182,204
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	712,912	498,062	739,303

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Operations - Battalion Chiefs (3110)			
1. Total Personal Services.....	1,343,269	1,796,862	1,847,555
2. Total Materials and Services.....	13,366	27,800	20,750
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,356,635	1,824,662	1,868,305

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Technical Rescue Team (3210)			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	14,850	15,200
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	-	14,850	15,200

**FORM
LB-4****SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND**

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General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Hazmat (3220)			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	10,750	14,500
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	-	10,750	14,500

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire/Rescue Services (3300)			
1. Total Personal Services.....	16,555,805	13,934,995	17,924,011
2. Total Materials and Services.....	346,305	328,290	339,328
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	16,902,110	14,263,285	18,263,339

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
EMS (3400)			
1. Total Personal Services.....	830,957	752,082	786,621
2. Total Materials and Services.....	183,878	101,285	352,063
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,014,835	853,367	1,138,684

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Information Technology (4100)			
1. Total Personal Services.....	386,913	381,760	390,213
2. Total Materials and Services.....	373,518	405,700	464,600
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	760,431	787,460	854,813

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Communications (4150)			
1. Total Personal Services.....	82,556	88,592	90,764
2. Total Materials and Services.....	929,568	921,564	1,051,035
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,012,124	1,010,156	1,141,799

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fleet Services (4200)			
1. Total Personal Services.....	619,375	577,597	563,353
2. Total Materials and Services.....	296,507	657,650	769,850
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	915,882	1,235,247	1,333,203

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Facility Maintenance (4230)			
1. Total Personal Services.....	65,530	68,398	72,975
2. Total Materials and Services.....	397,811	377,720	515,850
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	463,341	446,118	588,825

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Warehouse (4260)			
1. Total Personal Services.....	337,071	194,746	194,574
2. Total Materials and Services.....	539,512	553,430	699,450
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	876,583	748,176	894,024

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Nondepartmental			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	-	-
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....	1,500,000	2,540,925	1,895,000
6. Total Contingencies.....		7,500,000	5,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	6,396,199		
9. Total Requirements.....	7,896,199	10,040,925	6,895,000

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

RESOURCES
General
(Fund)

Northwest Fire District
(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
8,897,600	7,826,602	7,500,000	Available cash on hand	5,000,000		-
461,529	765,668	350,000	Previously levied taxes estimated to be received	400,000		-
60,915	59,694	50,000	Interest	50,000		-
			OTHER RESOURCES			
			Ambulance Revenues	2,300,000		
389,443	399,975	390,000	FDAT	390,000		-
593,575	777,598	850,000	Dispatch revenue	600,000		-
13,264	13,303	10,000	Fire protection fees	10,000		-
3,408	965	-	Out of District Response Fees	-		-
120,878	213,112	110,000	Prevention review fees	150,000		-
15,833	2,002	-	EMS standby revenue	-		-
75,524	147,874	-	EMS ride along fees	-		-
278,959	306,687	275,000	Insurance reimbursements	300,000		-
80,250	102,750	-	Rents/leases	45,000		-
18,340	20,461	15,000	Facility use	20,000		-
886	1,014	-	Donations/contributions	-		-
13,052	19,160	9,000	Training revenue	20,000		-
27,829	32,355	27,000	Technology maintenance revenue	32,000		-
15,738	2,726	2,500	Miscellaneous	2,500		-
11,067,023	10,691,946	9,588,500	Total resources, except taxes to be levied	9,319,500	-	-
		25,924,140	Taxes estimated to be received	27,015,000		-
24,650,049	24,493,804		Taxes collected in year levied			
35,717,072	35,185,750	35,512,640	TOTAL RESOURCES	36,334,500	-	-

*Includes ending balance from prior year

DETAILED REQUIREMENTS

Fire Chief - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
150,913	151,342	150,500	Wages	155,015			
2,074	8,555	3,763	PTO paid out	4,650			
34,795	36,391	38,361	Benefits	39,846			
2,217	2,315	2,237	Payroll taxes	2,315			
25,546	30,873	30,958	Retirement	34,296			
215,545	229,476	225,819	Total Personal Services	236,123	-	-	
1,514	1,573	2,200	Cell phones/pagers	2,200			
30	-	-	Computer/operational supplies	-			
2,549	2,164	1,500	Dues, memberships, subscriptions	1,500			
126	582	1,500	Employee recognition	1,500			
54	77	100	Office supplies	100			
3,844	1,699	3,500	Organizational development	3,500			
2,560	1,057	2,000	Meals	2,000			
2,123	2,410	5,000	Training	5,000			
2,501	2,746	3,000	Travel	3,000			
15,301	12,308	18,800	Total Materials & Services	18,800	-	-	
230,846	241,784	244,619	TOTAL REQUIREMENTS	254,923	-	-	

*Include schedule of pay ranges

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DETAILED REQUIREMENTS

Administration - General

(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
182,429	116,669	134,116	Wages	114,920			
454	1,010	1,049	Overtime	1,461			
6,254	2,032	8,030	PTO paid out	3,491			
45,538	48,111	37,095	Benefits	37,525			
14,043	8,955	10,133	Payroll taxes	9,170			
21,105	13,633	15,285	Retirement	13,761			
269,823	190,410	205,708	Total Personal Services	180,329	-	-	
4,184	3,026	3,506	Building & janitorial services	-			
1,322	568	1,275	Cell phones/pagers	1,275			
(7,801)	1,403	2,000	Claim settlement	5,000			
19,104	-	200	Computer services	200			
-	-	5,000	Consultants & professional	29,000			
-	25,634	3,000	Contract labor	5,000			
1,157	1,070	1,500	Dues, memberships, subscriptions	1,500			
-	-	48,000	Election costs	50,000			
-	4,750	5,000	Engineering & architectural	5,000			
11,563	13,465	10,900	Equipment rental & services	10,900			
767	2,134	3,600	Fees	3,600			
158,573	135,439	170,000	Insurance	170,000			
1,597	3,002	7,000	Job & legal advertising	7,000			
49,704	64,790	80,662	Legal	80,662			
5,788	3,741	6,000	Office & copier supplies	6,000			
7,024	5,790	8,982	Postage & mailings	9,000			
93	-	500	Printing & duplicating	500			
35	-	200	Professional publications	200			
33	215	-	Meals	-			
3,424	1,153	2,100	Training	3,000			
4,620	1,296	2,000	Travel	2,000			
44,674	46,393	54,188	Utilities	49,900			
305,861	313,869	415,613	Total Materials & Services	439,737	-	-	
575,684	504,279	621,321	TOTAL REQUIREMENTS	620,066	-	-	

Attachment: 2016 17 LB-20, LB-31, LB-10, LB-35, LB-11 (2016-48 : Zero Based Budget)

DETAILED REQUIREMENTS

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Human Resources - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
231,550	244,693	253,640	Wages	259,765			
5,636	9,613	6,500	Overtime	2,834			
8,871	8,341	6,503	PTO paid out	7,878			
56,527	60,075	61,518	Benefits	63,114			
17,849	19,586	19,786	Payroll taxes	20,691			
27,372	29,475	30,771	Retirement	31,051			
347,805	371,783	378,718	Total Personal Services	385,332	-	-	
306	305	350	Building services	350			
1,042	1,599	1,650	Cell phones/pagers	1,650			
-	6,099	-	Contract labor	32,000			
16,125	5,375	-	Consultants & professional	40,000			
2,485	2,319	3,050	Dues, memberships, subscriptions	3,598			
7,705	5,570	-	Employee recognition	-			
117	3,026	14,500	Evaluation & recruitment	9,000			
21,443	8,013	25,000	Health services	26,970			
4,609	2,918	12,000	Job & legal advertising	-			
1,298	1,410	2,000	Office supplies	1,500			
-	-	1,050	Organizational development	10,593			
18	589	2,000	Printing & duplicating	6,677			
492	-	1,000	Professional publications	1,000			
7,652	4,339	21,000	Testing & background services	15,349			
1,962	1,801	-	Meals	2,500			
7,509	3,813	4,915	Training	6,993			
3,613	212	1,500	Travel	2,632			
-	-	-	Unemployment insurance	-	-	-	
76,376	47,388	90,015	Total Materials & Services	160,811	-	-	
424,181	419,171	468,733	TOTAL REQUIREMENTS	546,143	-	-	

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DETAILED REQUIREMENTS

FORM
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Finance - General
(Name of Organizational Unit - Fund)

(Name of Organizational Unit - Fund)						
Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017	
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget
Second Preceding Year 2014	First Preceding Year 2015					

Attachment: 2016 17 LB-20, LB-31, LB-10, LB-35, LB-11 (2016-48 : Zero Based Budget)

DETAILED REQUIREMENTS

Community Affairs - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
86,223	79,673	95,633	Wages	95,875			
9,460	10,846	7,698	Overtime	7,698			
-	-	2,583	PTO paid out	2,516			
15,426	16,142	17,846	Benefits	18,591			
5,979	6,183	8,103	Payroll taxes	6,895			
12,339	11,635	13,272	Retirement	14,149			
129,427	124,479	145,135	Total Personal Services	145,723	-	-	
2,370	2,352	1,600	Cell phones/pagers	3,500			
394	11,375	1,400	Consultants	1,400			
718	1,039	370	Dues, memberships, subscriptions	400			
121	105	100	Office supplies	150			
-	2,814	660	Photographic supplies	600			
5,014	24,698	53,605	Public affairs	51,400			
-	584	520	Meals	520			
285	145	2,325	Training	2,400			
-	143	140	Travel	350			
8,902	43,255	60,720	Total Materials & Services	60,720	-	-	

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DETAILED REQUIREMENTS

Prevention and Life Safety
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
527,919	588,206	700,669	Wages	624,990			
19,667	5,853	31,907	Overtime	7,917			
4,019	21,010	18,314	PTO paid out	18,987			
126,692	150,131	173,400	Benefits	172,243			
30,032	35,678	47,132	Payroll taxes	36,708			
71,967	80,374	98,892	Retirement	94,738			
780,296	881,252	1,070,314	Total Personal Services	955,584	-	-	
6,797	6,235	3,450	Cell phones/pagers	7,618			
-	572	-	Computer supplies	-			
11,850	11,280	14,000	Contract labor	14,000			
2,426	2,290	4,746	Dues, memberships, subscriptions	5,596			
-	-	-	Employee recognition	1,500			
-	3,563	6,000	Equipment rental	4,000			
3,461	-	4,000	Equipment supplies/services	2,500			
-	-	5,500	Health services	8,800			
12,625	600	10,000	Hydrant maintenance	10,000			
2,121	2,726	2,400	Office supplies	2,400			
871	1,056	3,200	Operational supplies	8,100			
610	402	2,500	Printing & duplicating	2,500			
703	4,031	1,000	Professional publications	2,000			
8,594	9,625	9,000	Public education	9,000			
1,800	5,376	3,100	Small tools & instruments	1,200			
232	610	1,200	Meals	1,200			
4,395	6,486	5,460	Training	15,860			
1,836	2,669	7,622	Travel	13,111			
58,321	57,521	83,178	Total Materials & Services	109,385	-	-	
838,617	938,773	1,153,492	TOTAL REQUIREMENTS	1,064,969	-	-	

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**FORM
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DETAILED REQUIREMENTS

Health & Safety - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015							
110,535	2,436	-	Wages	-	-	-		
5,816	570	5,891	Overtime	-				
7,005	-	147	PTO paid out	-				
24,822	977	379	Benefits	-				
1,738	194	88	Payroll taxes	-				
1,474	105	1,212	Retirement	-				
151,390	4,282	7,717	Total Personal Services	-	-	-		
-	-	-	Accreditation	-	-	-		
1,164	25	1,200	Cell phones/pagers	-				
-	-	12,000	Consultants	6,000				
10,413	9,000	-	Contract labor	-				
2,180	2,593	2,000	Dues, memberships, subscriptions	1,400				
1,201	-	-	Employee recognition	250				
-	3,000	-	Equipment rental	-				
315	1,206	1,500	Equipment supplies/services	2,000				
54	-	-	Operational equipment	-				
-	-	300	Printing & duplicating	500				
95	156	300	Professional publications	300				
3,780	1,438	3,500	Small fitness equipment	3,500				
74	75	-	Meals	-				
794	3,285	2,500	Training	4,700				
1,340	2,422	2,500	Travel	2,600				
21,410	23,200	25,800	Total Materials & Services	21,250	-	-		
5,526	5,966	12,000	Furniture & equipment	13,000				
178,326	33,448	45,517	TOTAL REQUIREMENTS	34,250	-	-		

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**FORM
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DETAILED REQUIREMENTS

Behavioral Health & Community Services- General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
123,357	127,319	125,223	Wages	132,429			
-	15	1,049	Overtime	-			
5,225	4,278	3,157	PTO paid out	3,119			
18,835	19,566	20,875	Benefits	20,581			
9,662	9,882	9,902	Payroll taxes	10,369			
11,878	12,093	13,842	Retirement	12,294			
168,957	173,153	174,048	Total Personal Services	178,794	-	-	
2,317	2,367	2,000	Cell phones/pagers	2,000			
-	270	125	Dues, memberships, subscriptions	125			
4	-	300	Office supplies	100			
1,675	7	200	Operational supplies	2,000			
-	-	-	Printing & duplicating	1,000			
478	87	100	Professional publications	100			
-	23	-	Meals	-			
1,604	2,084	300	Training	5,000			
-	1,485	200	Travel	200			
-	-	750	Utilities	-			
6,078	6,323	3,975	Total Materials & Services	10,525	-	-	
175,035	179,476	178,023	TOTAL REQUIREMENTS	189,319	-	-	

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DETAILED REQUIREMENTS

Training - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
349,662	395,832	194,563	Wages	341,216			
22,941	8,368	21,075	Overtime	35,210			
24,630	8,894	5,391	PTO paid out	11,296			
65,867	67,641	47,860	Benefits	84,505			
8,029	8,641	7,631	Payroll taxes	8,770			
47,169	71,696	38,269	Retirement	76,102			
518,298	561,072	314,789	Total Personal Services	557,099	-	-	
3,363	3,731	2,400	Cell phones/pagers	2,400			
673	670	875	Building services	875			
-	114	-	Computer supplies	-			
-	10	-	Course registration/books/certs	-			
319	2,090	150	Dues, memberships, subscriptions	10,121			
86	-	60	Employee recognition	100			
10,156	9,331	10,800	Equipment rental	10,800			
32	-	370	Equipment supplies/services	-			
-	538	3,000	Facility use & maintenance	3,000			
8,969	3,789	8,500	Janitorial services	-			
8,500	8,100	8,500	Mobile burn simulator	8,500			
3,864	1,930	3,060	Office supplies	3,060			
17,667	11,554	3,250	Operational supplies	5,250			
141	100	400	Postage & mailings	300			
-	-	-	Preventive maintenance	3,000			
791	132	3,650	Printing & duplicating	1,500			
3,286	5,172	7,893	Professional publications	4,500			
227	170	-	Recruit issuance	-			
159	159	100	Meals	2,350			
73,732	20,788	41,745	Training	25,810			
6,004	7,082	10,920	Travel	10,920			
27,003	20,899	33,900	Tuition reimbursement	33,900			
69,154	13,152	-	Uniforms	-			
43,722	42,329	43,700	Utilities	55,818			
277,848	151,840	183,273	Total Materials & Services	182,204	-	-	
796,146	712,912	498,062	TOTAL REQUIREMENTS	739,303	-	-	

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DETAILED REQUIREMENTS

Battalion Chiefs - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
694,908	1,001,415	1,233,049	Wages	1,260,195		
14,879	9,574	14,702	Holiday pay	16,113		
14,750	43,241	31,194	PTO paid out	38,289		
121,573	162,552	242,710	Benefits	239,745		
10,108	14,587	18,545	Payroll taxes	19,062		
91,994	111,900	256,662	Retirement	274,151		
948,212	1,343,269	1,796,862	Total Personal Services	1,847,555	-	-
6,500	4,056	5,300	Cell phones/pagers	5,300		
812	833	1,000	Dues, memberships, subscriptions	250		
407	238	500	Office supplies	500		
523	402	400	Operational supplies	400		
-	11	-	Professional publications	300		
358	-	1,200	Meals	-		
1,250	1,421	2,400	Training	4,500		
724	1,458	11,000	Travel	3,500		
5,488	4,947	6,000	Utilities	6,000		
16,062	13,366	27,800	Total Materials & Services	20,750	-	-
964,274	1,356,635	1,824,662	TOTAL REQUIREMENTS	1,868,305	-	-

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DETAILED REQUIREMENTS

Hazmat - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
26,094	-	-	Wages	-			
750	-	-	Holiday pay	-			
26,306	-	-	Overtime	-			
379	-	-	PTO paid out	-			
2,245	-	-	Benefits	-			
745	-	-	Payroll taxes	-			
9,390	-	-	Retirement	-			
65,909	-	-	Total Personal Services	-	-	-	
2,436	-	2,300	Cell phones/pagers	-			
1,595	-	-	Equipment services	500			
1,175	-	4,500	Operational supplies	9,000			
-	-	-	Professional publications	500			
916	-	500	Protective equipment	1,000			
-	-	450	Small tools & instruments	500			
50	-	1,500	Training	1,500			
477	-	1,500	Travel	1,500			
6,649	-	10,750	Total Materials & Services	14,500	-	-	
72,558	-	10,750	TOTAL REQUIREMENTS	14,500	-	-	

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DETAILED REQUIREMENTS

Fire/Rescue Services - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015	This Year 2016						
9,188,593	10,010,386	8,411,108	Wages	10,357,544				
245,160	244,401	252,569	Holiday pay	270,589				
1,347,850	1,253,420	757,359	Overtime	1,319,121				
269,224	344,510	279,576	PTO paid out	358,418				
2,237,815	2,541,408	2,186,388	Benefits	2,873,637				
153,556	162,283	120,972	Payroll taxes	178,432				
1,798,496	1,999,397	1,927,023	Retirement	2,566,270				
15,240,694	16,555,805	13,934,995	Total Personal Services	17,924,011	-	-		
5,112	7,744	4,500	Cell phones/pagers	7,500				
10	-	-	Dues, memberships & subscriptions	-				
1,515	1,351	1,200	Equipment rental	1,200				
96,057	92,945	105,000	Health services	105,000				
1,974	1,974	2,000	Hydrant fees	2,000				
-	-	-	Office supplies	-				
-	10,606	-	Operational equipment & supplies	-				
-	235	-	Professional publications	-				
-	4,680	-	Protective equipment	-				
355	1,052	-	Small tools & instruments	-				
-	2,650	-	Training	-				
69	1,442	500	Travel	500				
219,364	221,626	215,090	Utilities	223,128				
324,456	346,305	328,290	Total Materials & Services	339,328	-	-		
15,565,150	16,902,110	14,263,285	TOTAL REQUIREMENTS	18,263,339	-	-		

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DETAILED REQUIREMENTS

EMS - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
465,874	450,679	449,111	Wages	471,440		
4,662	8,162	5,825	Holiday pay	11,545		
241,855	107,351	75,710	Overtime	56,283		
22,642	20,158	13,266	PTO paid out	16,178		
84,982	132,036	91,129	Benefits	107,286		
10,294	8,174	7,887	Payroll taxes	8,054		
126,081	104,397	109,154	Retirement	115,835		
956,390	830,957	752,082	Total Personal Services	786,621	-	-
4,806	4,616	5,280	Cell phones/pagers	5,280		
5,105	-	-	Computer services	69,800		
117,162	90,246	46,974	Consultants & professional	108,578		
-	9,389	-	Contract labor	-		
-	304	534	Dues, memberships, subscriptions	2,845		
-	-	-	Equipment rental	2,700		
911	3,544	1,300	Equipment services	49,000		
-	494	17,500	Exposure control program	2,500		
1,303	1,497	-	Janitorial services	-		
42,280	32,557	-	Legal	-		
638	431	500	Office supplies	500		
3,865	2,792	5,879	Operational supplies	5,500		
3,396	-	400	Professional publications	880		
-	-	150	Meals	-		
18,200	27,084	9,168	Training	75,380		
51,840	-	-	Training - paramedic school	-		
7,402	3,458	7,000	Travel	22,500		
2,041	7,466	6,600	Utilities	6,600		
258,949	183,878	101,285	Total Materials & Services	352,063	-	-
-	-	-	Furniture & Equipment	-	-	-
1,215,339	1,014,835	853,367	TOTAL REQUIREMENTS	1,138,684	-	-

**FORM
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DETAILED REQUIREMENTS

Information Technology - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015	This Year 2016						
249,197	264,108	262,030	Wages	261,489				
1,344	598	-	Overtime	3,262				
7,876	10,576	6,551	PTO paid out	7,943				
56,727	60,932	61,639	Benefits	65,354				
18,710	19,819	20,546	Payroll taxes	20,861				
28,720	30,880	30,994	Retirement	31,305				
362,574	386,913	381,760	Total Personal Services	390,213	-	-		
-	-	-	Building services	-	-	-		
5,204	6,186	6,250	Cell phones/pagers	6,250				
112,769	193,312	167,300	Computer services	215,000				
89,993	92,354	65,000	Computer supplies	75,000				
-	-	5,300	Consultants & professional	12,000				
1,657	4,461	7,250	Dues, memberships, subscriptions	7,250				
1,766	10,633	20,000	Equipment services	20,000				
138	13	400	Office supplies	400				
46,754	12,208	50,000	Operational supplies	50,000				
81	66	2,500	Professional publications	1,500				
21,588	664	15,000	Radio maintenance	15,000				
9,984	25,371	7,500	Radio parts	2,000				
1,330	115	20,000	Training	20,000				
8,961	-	11,000	Transmitter fees	12,000				
68	-	1,500	Travel	1,500				
29,014	28,135	26,700	Utilities	26,700				
329,307	373,518	405,700	Total Materials & Services	464,600	-	-		
691,881	760,431	787,460	TOTAL REQUIREMENTS	854,813	-	-		

Attachment: 2016 17 LB-20, LB-31, LB-10, LB-35, LB-11 (2016-48 : Zero Based Budget)

DETAILED REQUIREMENTS

Communications - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015	This Year 2016						
54,130	57,107	60,183	Wages	60,950				
2,370	-	1,504	PTO paid out	1,828				
13,044	14,698	15,067	Benefits	15,976				
4,097	4,133	4,719	Payroll taxes	4,803				
6,247	6,618	7,119	Retirement	7,207				
79,888	82,556	88,592	Total Personal Services	90,764	-	-		
838	1,041	925	Cell phones/pagers	925				
885,705	924,330	910,038	Dispatch services	1,001,042				
184	142	368	Dues, memberships, subscriptions	368				
-	-	-	Equipment services	-				
-	112	500	Operational supplies & equipment	500				
-	-	150	Professional publications	150				
49	102	250	Meals	250				
205	818	-	Radio parts	38,500				
546	395	6,833	Training	6,800				
1,844	2,628	2,500	Travel	2,500				
889,371	929,568	921,564	Total Materials & Services	1,051,035	-	-		
-	-	-	Computers & software	-	-	-		
969,259	1,012,124	1,010,156	TOTAL REQUIREMENTS	1,141,799	-	-		

DETAILED REQUIREMENTS

FORM
LB-31

Fleet Services - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
475,475	428,472	392,734	Wages	375,971		
3,764	2,598	5,128	Overtime	5,779		
1,354	-	9,947	PTO paid out	11,077		
100,172	106,725	92,641	Benefits	96,816		
28,938	29,082	31,197	Payroll taxes	30,051		
61,506	52,498	45,950	Retirement	43,659		
671,209	619,375	577,597	Total Personal Services	563,353	-	-
875	1,790	2,000	Aerial ladder testing	2,000		
10,146	6,646	16,500	Batteries	25,000		
306	305	-	Building services	-		
2,952	2,821	3,200	Cell phones/pagers	3,200		
-	81	-	Computer supplies	-		
475	1,276	1,500	Dues, memberships, subscriptions	1,500		
3,820	6,613	5,500	Equipment supplies/services	14,000		
-	708	-	Fees	500		
222,181	5,300	260,000	Fuel	240,000		
3,220	3,453	4,000	Ground ladder testing	4,000		
-	20	-	Office supplies	-		
7,705	9,394	12,000	Oil, lubricants, etc.	12,000		
6,924	4,600	-	Operational supplies	-		
562	-	1,000	Professional publications	1,000		
22,645	11,639	18,000	Shop supplies	18,000		
7,866	2,363	6,500	Small tools & instruments	6,500		
43,131	37,600	50,500	Tires & repairs	80,000		
6,010	607	5,000	Training	6,000		
4,043	986	7,300	Travel	6,500		
21,722	21,195	29,650	Utilities	29,650		
104,573	102,396	125,000	Vehicle parts	180,000		
118,347	76,714	110,000	Vehicle services	140,000		
587,503	296,507	657,650	Total Materials & Services	769,850	-	-
12,657	-	-	Furniture & equipment	-	-	-
1,271,369	915,882	1,235,247	TOTAL REQUIREMENTS	1,333,203	-	-

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**FORM
LB-31**

DETAILED REQUIREMENTS

Facility Maintenance - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer	Approved as Tentative Budget		Adopted Budget		
Second Preceding Year 2014	First Preceding Year 2015							
40,202	44,020	43,572	46,301	Wages				
-	-	911	926	Overtime				
-	-	1,112	1,417	PTO paid out				
12,927	14,046	14,056	15,026	Benefits				
2,774	3,090	3,485	3,721	Payroll taxes				
3,680	4,374	5,262	5,584	Retirement				
59,583	65,530	68,398	72,975	Total Personal Services	-	-		
1,160	-	-	-	Building lease		-		
124,923	61,193	135,000	185,000	Building services				
15,666	14,767	25,000	30,000	Building supplies				
701	802	800	800	Cell phones/pagers				
-	17,308	15,000	20,000	Consultants & professional				
402	253	500	-	Dues, memberships, subscriptions				
44,730	12,970	45,000	45,000	Emergency building maintenance				
3,008	2,673	2,500	30,000	Equipment rental				
8,885	9,464	10,000	6,000	Equipment supplies/services				
1,650	-	-	-	Fire sprinkler inspection/maintenance				
64,658	64,613	20,000	20,000	Furnishings & appliances				
-	5,100	11,000	15,000	Janitorial services				
9,462	-	-	-	Operational Supplies & Equipment				
7,610	7,430	7,500	8,000	Pest control				
82,837	197,948	100,000	150,000	Preventive maintenance				
879	717	2,000	2,500	Small tools & instruments				
4,330	2,573	3,420	3,550	Utilities				
370,901	397,811	377,720	515,850	Total Materials & Services	-	-		
430,484	463,341	446,118	588,825	TOTAL REQUIREMENTS	-	-		

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DETAILED REQUIREMENTS

Warehouse - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
174,706	244,554	131,559	Wages	135,096			
140	271	1,140	Overtime	1,920			
1,246	-	3,317	PTO paid out	2,938			
41,194	45,537	32,629	Benefits	32,333			
12,761	13,754	10,405	Payroll taxes	10,706			
20,178	32,955	15,696	Retirement	11,580			
250,225	337,071	194,746	Total Personal Services	194,574	-	-	
4,137	3,441	6,000	Batteries	6,000			
1,379	2,434	2,000	Cell phones/pagers	2,000			
1,886	3,289	5,000	Consumable rehab goods	3,000			
19,110	14,438	23,000	Contract labor	-			
4,007	-	3,000	Computer supplies	-			
911	403	600	Dues, memberships, subscriptions	500			
2,085	75	5,000	Equipment rental	2,500			
51,469	50,963	35,000	Equipment supplies/services	35,000			
1,502	508	1,000	Fire extinguisher inspection/maintenance	2,000			
29,445	26,584	30,000	Janitorial supplies	25,000			
70,735	132,121	90,000	Medical supplies	90,000			
7,017	4,680	7,600	Office supplies	7,600			
40,219	31,849	70,000	Operational equipment & supplies	139,000			
-	-	-	Preventive maintenance	16,000			
968	1,072	2,000	Printing & duplicating	2,000			
214	-	-	Professional publications	-			
173,670	117,880	130,000	Protective equipment	199,500			
20,847	10,985	22,000	SCBA supplies/services	27,000			
11,081	9,423	15,000	Station supplies	15,000			
-	-	-	Meals	-			
2,811	128	2,000	Training	3,000			
787	-	1,000	Travel	2,500			
119,506	122,391	93,490	Uniforms	112,800			
6,767	6,848	9,740	Utilities	9,050			
570,553	539,512	553,430	Total Materials & Services	699,450	-	-	
-	-	-	Furniture	-	-	-	
820,778	876,583	748,176	TOTAL REQUIREMENTS	894,024	-	-	

DETAILED REQUIREMENTS

Nondepartmental - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual	Second Preceding Year 2014	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
	1,798,223	1,500,000	2,540,925	Transfers out	1,895,000		
	-	-	7,500,000	Contingency	5,000,000		
	7,826,602	6,396,199		Ending balance (prior years)			
			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
	35,717,072	35,185,750	35,512,640	TOTAL REQUIREMENTS	37,549,070	-	-

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Northwest Fire District

(Fund)				(Name of Municipal Corporation)		
Medical Self Insurance Fund				Budget for Next Year 2017		
Historical Data				Proposed By Budget Officer		
Actual				Approved As Tentative Budget		
Second Preceding Year 2014	First Preceding Year 2015	Adopted Budget This Year 2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Adopted Budget		
			RESOURCES			
271,292	1,284,406	1,000,000	Cash on hand	2,000,000		
-	-	-	Previously levied taxes estimated to be received	-	-	-
-	-	-	Earnings from temporary investments	-	-	-
2,710,096	3,173,746	3,250,000	Billings from other funds	3,250,000		
-	-	-	Transferred from other funds	-	-	-
2,981,388	4,458,152	4,250,000	Total Resources, except taxes to be levied	5,250,000		
-	-	-	Taxes estimated to be received	-	-	-
-	-	-	Taxes collected in year levied	-	-	-
2,981,388	4,458,152	4,250,000	TOTAL RESOURCES	5,250,000	-	-
			REQUIREMENTS			
-	-	-	Wages	-	-	-
-	-	-	Benefits	-	-	-
-	-	-	Payroll taxes	-	-	-
-	-	-	Retirement	-	-	-
-	-	-	Total Personal Services	-	-	-
1,696,982	2,419,323	3,250,000	Medical Claims	3,250,000		
-	-	-	Consultants & Professional	-	-	-
1,696,982	2,419,323	3,250,000	Total Materials & Services	3,250,000		
			Contingency	-	-	-
1,284,406	2,038,829		Ending balance (prior years)			
		1,000,000	UNAPPROPRIATED ENDING FUND BALANCE	2,000,000		
2,981,388	4,458,152	4,250,000	TOTAL REQUIREMENTS	5,250,000	-	-

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**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

**FORM
LB-10**

(Fund)				(Name of Municipal Corporation)		
Wildland Fund				Northwest Fire District		
Historical Data				Budget for Next Year 2017		
Second Preceding Year 2014	Actual	First Preceding Year 2015	Adopted Budget This Year 2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved As Tentative Budget
				RESOURCES		
	(315,838)	126,524	-	Cash on hand	-	-
	-	-	-	Previously levied taxes estimated to be received	-	-
	-	-	-	Earnings from temporary investments	-	-
	257,868	-	-	Transferred from other funds	-	-
	2,263,339	1,477,965	200,000	Intergovernmental	236,744	-
	2,205,369	1,604,489	200,000	Total Resources, except taxes to be levied	236,744	-
	-	-	-	Taxes estimated to be received	-	-
	-	-	-	Taxes collected in year levied	-	-
	2,205,369	1,604,489	200,000	TOTAL RESOURCES	236,744	-
				REQUIREMENTS		
	698,815	199,000	55,422	Wages	72,501	-
	828,697	463,606	61,815	Overtime	37,600	-
	154,104	178,840	22,060	Benefits	33,030	-
	55,141	28,849	6,211	Payroll taxes	11,010	-
	170,979	62,463	16,368	Retirement	24,222	-
	1,907,736	932,758	151,300	Total Personal Services	178,364	-
	3,496	1,115	-	Cell phones & pagers	-	-
	504	-	4,700	Contract - aircraft services	4,700	-
	-	-	-	Contract labor	-	-
	75	-	-	Dues, memberships & subscriptions	-	-
	84	96	4,000	Equipment supplies	20,280	-
	4,346	1,272	-	Equipment services	-	-
	1,036	-	-	Equipment rental	-	-
	525	180,000	-	Fuel	4,000	-
	10,881	-	-	Health services	-	-
	564	-	-	Job & legal advertising	-	-
	220	-	-	Meals & entertainment	-	-
	826	123	-	Office & computer supplies	-	-
	28,820	1,036	10,000	Operational supplies	200	-
	135	-	-	Testing & background services	-	-
	13,591	-	15,000	Training	15,000	-
	60,524	62,753	15,000	Travel	13,900	-
	30,324	22,167	-	Unemployment insurance	-	-
	3,859	168	-	Uniforms	300	-
	11,299	8,987	-	Utilities	-	-
	171,109	277,717	48,700	Total Materials & Services	58,380	-
	-	-	-	Vehicles	-	-
	-	-	-	Total Capital Outlay	-	-
	-	-	-	Contingency	-	-
	-	-	-	Transfer to capital fund	-	-
	126,524	394,014	-	Ending balance (prior years)	-	-
			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-
	2,205,369	1,604,489	200,000	TOTAL REQUIREMENTS	236,744	-

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Capital Improvements Fund

Northwest Fire District

(Fund) (Name of Municipal Corporation)

Historical Data			Adopted Budget This Year 2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
Second Preceding Year 2014	Actual	First Preceding Year 2015					
				RESOURCES			
1,593,222		2,580,925	500,000	Cash on hand	1,000,000		
1,848,795		1,500,000	3,427,050	Transferred from other funds	1,895,000		
-		-	-	Debt proceeds	-	-	-
1,930		484	-	Earnings from temporary investments	-	-	-
63,255		66,433	60,000	Communication contract revenue			
156,874		68,182	-	Miscellaneous	65,000		
3,664,076		4,216,024	3,987,050	Total Resources, except taxes to be levied	2,960,000		
			-	Taxes estimated to be received	-	-	-
-		-		Taxes collected in year levied			
3,664,076		4,216,024	3,987,050	TOTAL RESOURCES	2,960,000	-	-
				REQUIREMENTS			
-		232	-	Computer supplies	-	-	-
-		-	-	Protective equipment	-	-	-
-		-	-	Operational supplies/equipment	-	-	-
-		232	-	Total Materials & Services	-	-	-
-		-	225,000	Land	-		
384,902		278,444	175,000	Buildings & improvements	40,000		
91,269		-	-	Communication expense	-	-	-
178,894		215,670	115,000	Computers & software	675,000		
15,368		2,091	-	Engineering	-	-	-
45,045		1,129,042	2,252,050	Furniture & equipment	180,000		
-		-	-	Utilities	-	-	-
-		-	-	Professional services	-	-	-
367,673		503,925	1,220,000	Vehicles	1,000,000		
1,083,151		2,129,172	3,987,050	Total Capital Outlay	1,895,000	-	-
			-	Contingency	1,065,000	-	-
2,580,925		2,086,620		Ending balance (prior years)			
			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
3,664,076		4,216,024	3,987,050	TOTAL REQUIREMENTS	2,960,000	-	-

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SPECIAL FUND
RESOURCES AND REQUIREMENTSGrant & Contracts Fund
(Fund)
Northwest Fire District
(Name of Municipal Corporation)

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed By Budget Officer		Approved As Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
				RESOURCES			
	1,209,535	1,113,190	1,000,000	Cash on hand	1,000,000		
	-	-	-	Transferred from other funds	-	-	
	261,721	792,822	1,500,000	Grant proceeds	2,000,000		
	1,471,256	1,906,012	2,500,000	Total Resources, except taxes to be levied	3,000,000	-	
			-	Taxes estimated to be received	-	-	
	-	-		Taxes collected in year levied			
	1,471,256	1,906,012	2,500,000	TOTAL RESOURCES	3,000,000	-	
				REQUIREMENTS			
	30,060	447,387	-	Wages	-	-	
	81	25,421	-	Overtime	-	-	
	577	68,139	-	Benefits	-	-	
	234	6,596	-	Payroll taxes	-	-	
	4,799	86,633	-	Retirement	-	-	
	35,751	634,176	-	Total Personal Services	-	-	
	42,722	17,836	-	Operational supplies/equipment	-	-	
	2,081	11,289	-	Training, travel & lodging	-	-	
	-	-	-	Smoke detectors	-	-	
	59,248	-	-	Other			
	104,051	29,125	-	Total Materials & Services	-	-	
	218,284	27,542	-	Furniture & Equipment	-	-	
	-	15,857	-	Hydrants	-	-	
	218,284	43,399	-	Total Capital Outlay	-	-	
			2,500,000	Contingency			
	1,113,190	1,199,312		Ending balance (prior years)	3,000,000		
			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	
	1,471,276	1,906,012	2,500,000	TOTAL REQUIREMENTS	3,000,000	-	

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**BONDED DEBT
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

- ☐ Revenue Bonds or
☒ General Obligation Bonds

Debt Service

Northwest Fire District

(Name of Municipal Corporation)

Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS		Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016	Resources		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
1,643,400	1,752,040	-	Beginning Cash on Hand		-	-	-
55,006	93,497	-	Previously Levied Taxes to be Received		-	-	-
5,153	6,348	-	Earnings from Temporary Investments		-	-	-
144,425	144,255	140,000	Build America Bonds Subsidy		140,000		
-	19,890	-	Refunding Bond Proceeds		-	-	-
1,847,984	2,016,030	140,000	Total Resources, Except Taxes to be Levied		140,000	-	-
		3,033,271	Taxes Estimated to be Received *		3,029,322		
3,009,160	2,994,706		Taxes Collected in Year Levied				
4,857,144	5,010,736	3,173,271	TOTAL RESOURCES		3,169,322	-	-
1,595	3,220	5,000	Requirements		5,000		
			Bond Administrative Fees				
			Bond Principal Payments				
			Issue Date	Budgeted Payment Date			
-	250,000	805,000	2014	7-1-16	820,000		
645,000	996,560	-	2005	8-1-16	-	-	-
520,000	545,000	570,000	2007	8-1-15	590,000		
425,000	440,000	455,000	2010	7-1-15	475,000		
1,590,000	2,231,560	1,830,000	Total Principal		1,885,000	-	-
			Bond Interest Payments				
			Issue Date	Budgeted Payment Date			
-	138,522	234,750	2014	1-1-16 & 7-1-16	218,650		
479,062	660,396	-	2005	8-1-15 & 2-1-16	-	-	-
517,988	495,342	471,662	2007	8-1-15 & 2-1-16	447,013		
516,459	499,459	481,859	2010	1-1-16 & 7-1-16	463,659		
1,513,509	1,793,719	1,188,271	Total Interest		1,129,322	-	-
			Unappropriated Balance for Following Year By	Payment Date			
			Issue Date				
		50,000	2005		50,000		
		50,000	2007		50,000		
		50,000	2010		50,000		
		150,000	Total Unappropriated Ending Fund Balance		150,000	-	-
1,752,040	982,237		Ending balance (prior years)				
4,857,144	5,010,736	3,173,271	TOTAL REQUIREMENTS		3,169,322	-	-

(Fund)

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